



City Council Meeting Agenda
City Council Chambers, City Hall, 612 N. Main Street
March 16, 2026

- 1. 6:00 PM Call to Order**
- 2. Pledge Of Allegiance**
- 3. Invocation: Salvation Army**
- 4. Roll Call**
- 5. Approval Of Consent Agenda Items**

Items appearing on the Consent Agenda may be removed by a City Council Member for discussion at the beginning of the formal agenda items.

 - A. City Council Minutes**
 - B. Committee Reports**
 - C. Department Reports**
 - D. Automatic Supplements**

Parks-Cadwell in the Amount of \$1,590 from insurance proceeds
 - E. Raffle Permits**
 - F. Special Event Permit Application Corn Palace Stampede Rodeo Parade on Saturday, July 18, 2026**
 - Parking Lot Closure (\$50 Fee)
 - Street Closure (\$100 Fee)
 - Parade Permit (\$50 Fee)
 - Noise Permit (\$0 Fee)
 - G. Surplus Items to be Sold via Purple Wave or Destroyed-Police Dept**
 - H. Surplus Items to be Sold via Purple Wave or Destroyed-Community Services**
 - I. Change Order #2 to Schoenfelder Construction for 2nd/4th & Main Streetscape Improvements Project #2023-10**
 - J. Pay Estimates**
 - K. Approve Bills, Payroll, Salary Adjustments and New Hires, and Authorize Payment of Recurring and Other Expenses in Advance as Approved by the Finance Officer**
- 6. Motion To Approve, Request Public Comment, Roll Call**
- 7. Public Comment**

If you need to address the Mayor and members of the City Council on an item that was

not on the agenda, excluding personnel items, please come forward to the podium and state your name and your concern. Presentations are limited to three minutes. Items will be considered but no action will be taken at this time.

8. BOARD OF ADJUSTMENT: Entertain a Motion For The City Council To Recess And Sit As The Board Of Adjustment

A. Hearing & Action on an Application for Stephen & Trudy Morgan-Variance Permit

Stephen & Trudy Morgan have applied for a Variance Permit for a side corner yard setback of 17.5' vs 20' to remove the existing 10' x 10' screen in porch and replace it with a 14' x 14' addition. It is located at 1421 Mitchell Blvd, legally described as Lots 6 & 7 and E ½ of Vacated Alley, Block 31, University Addition, City of Mitchell, Davison County, South Dakota. The property is zoned R2 Single-family Residential District.

B. Hearing & Action on an Application for David Baker-Variance Permit

David Baker has applied for a Variance Permit for front yard setback of 9.9' vs 25' to remove an existing deck and replace it with a three seasons porch addition. This is located at 400 W 14th Ave, legally described as Lot 12, Block 12, Capital Addition, City of Mitchell, Davison County, South Dakota. The property is zoned R4 High Density Residential District.

9. RECONVENE AS CITY COUNCIL: Entertain a Motion For The Board of Adjustment To Adjourn And The City Council To Reconvene In Regular Session

10. Action to Approve Special Event Permit Application for Jordan Hanson's L.I.T. Seminar at The Pepsi Theater on April 9, 2026

- Parking Lot Closure (*\$50 Fee*)

11. Action to Approve Special Event Permit Application for Into The Woods Musical at the Area Community Theatre (ACT) on Friday, April 17-Sunday, April 19 & Friday, April 24-Sunday, April 26, 2026

- Parking Lot Closure (*\$50 Fee*)

12. Action to Approve Special Event Permit Application for Thursday Night Live at The Pepsi Theater on Thursday, April 30, 2026

- Parking Lot Closure (*\$50 Fee*)

13. Action to Approve Special Event Permit Application for Great Faces Rally by Christian Motorcyclists Association Bike Show on Friday, July 17.

- Parking Lot Closure (*\$50 Fee*)

14. Action to Approve a Request from Craig Ryan for a 15-Minute Parking Sign from 8

AM to 5 PM; Monday-Saturday at the Southwest Corner of 5th & Main

- 15. Action to Approve Request from Mitchell Main Street and Beyond to Install American-Themed Main Street Banners**
- 16. Action to Award Bid for 5th Avenue Reconstruction Project #2024-02**
- 17. Action to Award Bid for Water Distribution Building Project #2026-01**
- 18. Action to Award Bid for Public Safety Replace Rooftop Units Project #2026-16**
- 19. Action to Award Bid for Trap and Remove Minnows from the Wastewater Treatment Lagoons Contract-Project #2026-34**
- 20. Action to Approve Amendment #1 to Agreement #A2025-06, Design Engineering for North Ohlman Street-23rd to Kemper with SPN & Associates-Project #2025-01**
- 21. Action to Approve Agreement #A2026-22, Safety Action Plan and Safe Streets and Roads for All Grant Application with HDR Engineering, Inc.**
- 22. Action to Approve Agreement #A2026-23, Pavement Survey Proposal with IMS Project #2026-35**
- 23. Action to Approve Agreement #A2026-24, Mitchell Drainage Study with HDR**
- 24. Action to Approve Agreement #A2026-25, Water Building Staking & Testing with SPN & Associates-Project #2026-01**
- 25. Action to Approve Agreement #A2026-26, Water Distribution Construction Phase Services with GeoTek Engineering & Testing-Project #2026-01**
- 26. Action to Approve Agreement #A2026-27, East 5th Avenue Reconstruction Construction Phase Services with Brosz Engineering Project #2024-02**
- 27. Motion to Enter into Executive Session According to SDCL 1-25-2 (3) Consulting with Legal Counsel and SDCL 19-19-502 Lawyer-Client Communications**
- 28. Discussion on Housing in the City of Mitchell**
- 29. Adjourn**

Individuals with disabilities who require special assistance to take part in this meeting may contact one of the following at City Hall (605) 995-8420 at least 24 hours prior to the meeting with requests for assistance: Human Resources Officer or the City Administrator.

**REGULAR MEETING OF THE CITY COUNCIL
COUNCIL CHAMBERS, CITY HALL
MITCHELL, SOUTH DAKOTA**

**March 2, 2026
6:00 P.M.**

PRESENT: Mike Bathke, John Doescher, Tim Goldammer,
Kevin McCardle, Dan Sabers, Jeffrey Smith, Susan Tjarks

ABSENT: Marty Barington

PRESIDING: Mayor Jordan Hanson

AGENDA:

Moved by Goldammer, seconded by Bathke, to approve the following items on the consent agenda:

- a. City Council Minutes
 - 1. City Council February 17, 2026
- b. Committee Reports
 - 1. Planning Commission January 26, 2026 (signed)
 - 2. Planning Commission February 23, 2026 (unsigned)
- c. Automatic Supplement to Palace Transit in the amount of \$35,719.00 from insurance proceeds
- d. Raffle Permits
 - 1. Mitchell Skating & Hockey Association with the drawings to be held between February 2026 and March 2027
 - 2. Pheasant Country/Pheasants Forever with the drawing to be held June 9, 2026
 - 3. Rocky Mountain Elk-James River Valley Chapter with the drawing to be held April 11, 2026
 - 4. Dakota Wesleyan University with the drawing to be held March 31, 2026
- e. Purchase of Oil Distributor Truck off of Sourcewell Contract-Project #2026-33
- f. Surplus equipment and miscellaneous items to be traded, sold on Purple Wave, or destroyed-
Public Works
- g. City of Mitchell Volunteers
- h. Property Tax Abatements for 2025 Taxes payable in 2026
- i. Agreement #A2026-21, An Update to the Intergovernmental Agreement between the City of
Mitchell and the South Dakota Public Assurance Alliance due to updated contract terms
- j. Application for Section 5310 & 5339 Capital Grant Funding for Palace Transit
- k. Change Order #4 decreasing the contract amount by \$231,145.63 for Highway 37 Utilities Project
#2021-45 to Michels Road & Stone, adjust contract amount to \$3,856,078.38
- l. Set date 1:30 p.m., March 12, 2026 for bid opening for Rock Chip Supply Project #2026-10 and
Petroleum Products Project #2026-13
- m. Set date 6:00 p.m., April 6, 2026 for public hearing for Special Assessment Hearing for Proposed
Resolution of Necessity for Sidewalk on 2300-2800 North Ohlman Street

n. Approval of Gas and Fuel Quotations

Howes Oil	<u>Requested Gallons</u>	<u>Bid Gallons</u>	<u>Price per Product</u>	<u>Total Bid</u>
Unleaded Gas-10% Ethanol	7,500	7,500	\$2.0215	\$15,161.25
Total Bid:				\$15,161.25

o. Pay Estimates March 2, 2026

- Pay Estimate #15 in the amount of \$511,645.76 for Highway 37 Utility Improvements #2021-45 contracted to Michels Road & Stone
- Pay Estimate #62 in the amount of \$1,680.00 for Highway 37 Utility Improvements #2021-45 contracted to SPN & Associates
- Pay Estimate #63 in the amount of \$302.32 for Highway 37 Utility Improvements #2021-45 contracted to SPN & Associates
- Pay Estimate #30 in the amount of \$1,100.00 for 1st/7th & Main Traffic Signals #2022-08 contracted to HR Green
- Pay Estimate #30 in the amount of \$907.50 for North Harmon Sanitary Sewer Outfall #2023-06 contracted to SPN & Associates
- Pay Estimate #16 in the amount of \$1,090.00 for West End Bridge #2023-23 contracted to Brosz Engineering
- Pay Estimate #15 in the amount of \$2,200.00 for Water Distribution System Model #2024-37 contracted to AE2S
- Pay Estimate #13 in the amount of \$4,740.90 for North Ohlman-23rd to Kemper #2025-01 contracted to SPN & Associates
- Pay Estimate #10 in the amount of \$12,020.00 for 13th & Wisconsin Drainage Study #2025-08 contracted to McLaury Engineering
- Pay Estimate #6 in the amount of \$1,913.75 for Hitchcock Tennis Courts #2025-34 contracted to SPN & Associates
- Pay Estimate #2 in the amount of \$348,000.00 for Landfill Land Purchase (10 year) #2025-45 contracted to Jim River Ridge Farms LLP
- Pay Estimate #3 in the amount of \$32,242.50 for Water Department Maintenance Facility #2026-01 contracted to Ciavarella Design
- Pay Estimate #1 in the amount of \$3,400.00 for Water Department Maintenance Facility #2026-01 contracted to GeoTek Engineering
- Pay Estimate #1 in the amount of \$6,160.00 for 200-500 Blocks East 6th Avenue Utility Upgrade #2026-03 contracted to McLaury Engineering
- Pay Estimate #1 in the amount of \$3,228.75 for Randall Rural Water Pit Meter #2026-07 contracted to AE2S
- Pay Estimate #1 in the amount of \$4,971.00 for Roof Top Units-Public Safety #2026-16 contracted to Roby, Quintal & Everson
- Pay Estimate #17 in the amount of \$2,963.10 for AIP '33 Municipal Hangar Construction contracted to Helms & Associates

Pay Estimate #3 in the amount of \$439,993.17 for AIP '33 Municipal Hangar Construction contracted to Northern Escrow Inc (Pro Contracting)

p. Approve Bills, Payroll, Salary Adjustments and New Employee Hires and Authorize Payment of Recurring and other expenses in advance as approved by the Finance Officer

PAYROLL FEBRUARY 1, 2026 – FEBRUARY 14, 2026: City Council \$3,847.36, Mayor \$1,663.00, City Administrator \$7,180.12, Administrative Boards \$2,566.25, Attorney \$5,885.34, Finance \$15,541.61, Human Resources \$4,834.28, Municipal Building \$5,865.59, Information Technology \$3,627.80, Police \$94,952.77, Traffic \$5,502.63, Fire \$43,147.16, Street \$36,534.31 Public Works \$28,127.77 Cemetery \$6,211.53, Library \$15,954.76, Recreation & Aquatics \$6,607.23, Recreation Center \$21,662.43, Sports Complexes \$13,173.55, Parks \$15,604.24, Supervision \$4,641.65, E911 \$27,463.24, Palace Transit \$31,853.99, JVCC \$2,179.43, Nutrition \$4,502.76, Airport \$2,804.44, Water Distribution \$18,357.82, Sewer \$18,379.23, Recycling Program \$7,614.57, Waste Collection \$7,531.87, Landfill \$10,465.55, Corn Palace \$23,013.09 Golf Course \$5,871.15, Emergency Medical Services \$51,695.88

NEW HIRES:

EMS: Kaden Axsom-\$21.928, Bryce Fuchs-\$23.735, Kristen Longville-\$21.928, Spencer Stall-\$24.204

GOLF: Jaiden Walton-\$14.98

RECREATION CENTER: Hudson Haley-\$11.85

WATER: Eliah Tronnes-\$25.053

SALARY ADJUSTMENTS:

LIBRARY: Rachel Soulek-31.465

MUNICIPAL BUILDINGS: Kevin Dykes-\$26.855

PALACE TRANSIT: Jacquelyn High-\$27.119

POLICE: Crystal Reitzel-\$28.505

WARRANTS: A&B Business Solutions, Supplies-\$4,952.09; A-Ox Welding Supply, Supplies-\$499.76; AAA Collections, Pre collection Letter-\$5.00; Advanced Engineering and Environmental Services, 2024-37 P.E. #15-\$5,428.75; AFLAC, Aflac Withholding-\$8,754.14; AFSCME Council 65, Union Dues-\$482.04; AJY LLC dba Centennial Carpet, Supplies/Maintenance-\$4,743.78; Altec Industries, Repair-\$289.60; Amazon Capital Services, Supplies-\$4,475.99; AMG-Avera Occupational Medicine, Labs-\$314.60; Associated Supply, Maintenance-\$348.71; Automatic Building Control, Maintenance-\$1,039.00; Bailey Metal Fabricators, Supplies-\$1,030.34; Beacon

Athletics, Supplies-\$2,059.94; Bechen Electric, Utilities-\$137.76; Bender Sewer & Drain, Maintenance-\$8,492.15; Big Daddy D's, Contract Services-\$3,360.00; Brosz Engineering, 2023-23 P.E. #16-\$1,090.00; C&B Operations, Supplies-\$605.18; Carquest Auto Parts, Supplies-\$126.48; CDW Government, Supplies-\$3,316.70; Center Point Large Print, Books-\$99.48; Central Electric, Utilities-\$16,060.66; Certified Laboratories, Supplies-\$1,591.35; Chesterman, Supplies-\$3,208.60; CHR Solutions, Postage-\$4,151.19; CHS, Supplies-\$9,129.10; Ciavarella Design, 2026-1 P.E. #3-\$32,242.50; City of Mitchell, Golf Course Deductions-\$1,363.82; City of Mitchell, Recreation Deductions-\$2,286.88; CK Bicycles & Locks, Supplies-\$30.00; Colours 59, Supplies-\$27.90; Column Software, Advertising-\$509.55; Core & Main, Supplies-\$4,363.64; Core-Mark US, Supplies-\$4,264.30; Corn Palace, Supplies-\$15.00; Corporate Translation Service, Translation Services-\$48.68; Custom Plus Collision Center, Maintenance-\$357.00; CVMA Chapter 30-2, Sports Authority Promo, \$1,000.00; Dakota Data Shred, Service-\$138.19; Dakota Fluid Power, Repairs-\$8,823.66; Dakota Riptide, Sports Authority Promo-\$2,500.00; Dakota Supply Group, Supplies-\$1,546.60; Daktech, Supplies-\$1,225.00; Darrington Water Conditioning, Rental-\$55.00; Davison County Register of Deeds, Professional Service-\$30.00; Davison Rural Water Systems, Utilities-\$64.05; Degen Stump Removal, Tree Removal-\$19,240.00; Delta Dental Plan of South Dakota, Dental Insurance-\$17,255.54; Department of Social Services, Child Support-\$359.54; DLT Solutions, Subscription-\$5,383.00; Dmg Inc dba Malloy Electric, Repairs-\$1,121.33; Doll Distributing, Supplies-\$3,118.50; Dooley Enterprises, Supplies-\$4,385.97; Dadkota Wesleyan University Golf, Spring Invitational-\$3,000.00; Dakota Wesleyan University Men's Soccer, Futsal Classic-\$2,700.00; Elfstrand's Ace Hardware, Supplies-\$135.43; Elliott Equipment, Supplies-\$979.57; Environmental Equipment & Service, Maintenance-\$2,368.58; Eric Hieb, Contract Services-\$5,466.85; ETix, Ticketing Fee-\$58.50; FBI-Leeda, Membership-\$100.00; First National Bank Omaha, Supplies-\$17,038.79; Fleetpride, Supplies-\$712.12; Full Source, Supplies-\$1,065.00; Gavin Whitlege, Travel-\$203.05; Geotek Engineering & Testing, 2026-1 P.E. #1-\$3,400.00; Grainger, Supplies-\$39.88; Great Western Tire, Repair-\$3,918.20; Hawkins, Supplies-\$50.00; Helms And Associates, AIP' 33 Airport P.E. #17-\$2,963.10; Henke Tractor Repair, Maintenance-\$160.00; Henry Schein, Supplies-\$1,411.37; Howes Oil, Supplies-\$35,534.15; HR Green, 2022-8R P.E. #30-\$1,100.00; Identisys, Supplies-\$380.87; Ingram Library Services, Books-\$1,716.36; Interstate Office Products, Supplies-\$443.85; Iverson, Rental-\$18,038.87; JCL Solutions, Supplies-\$98.95; Jim River Ridge Farms, 2025-45 P.E. #2-\$348,000.00; Joe Galpin, Reimbursement-\$24.99; Johnson Controls Building, Maintenance-\$11,940.12; Jones Supplies, Supplies-\$2,210.91; Katelyn Armitage, Duplicate Payment-\$13.80; Kevin Roth, Reimbursement-\$59.99; Knights of Columbus, Special Olympics Banquet-\$1,200.00; Kone, Maintenance, \$1,066.53; Larry's I-90 Service, Supplies-\$1,289.94; Leighton Family Farms, Supplies-\$600.00; Lucky Devils Adult Hockey, Sports Authority Promo-\$4,000.00; Lyle Zell, Duplicate Payment-\$136.49; M&T Fire and Safety, Supplies-\$1,888.66; Make it Mine Designs, Supplies-\$225.00; McLaury Engineering, 2025-8 P.E. #10-\$18,180.00; McLeod's Printing, Supplies-\$933.96; Menard's, Repair-\$1,047.27; Michels Road & Stone, 2021-45 P.E. #15-\$511,645.76; Microsoft, Online Services-\$917.74; Mid-American Research Chemical, Supplies-\$547.55; Midamerica Books, Books-\$149.70; Midcontinent Communication, Utilities-\$374.81; Midwest Turf & Irrigation, Supplies-\$682.06; Millennium Recycling, Single Stream Fee-\$2,150.38; Miner County Auditor, Compliance Checks-\$85.62; Mitchell Animal Rescue, Management Fee-\$350.00; Mitchell High School, State Gymnastics-\$5,000.00; Mitchell Iron & Supply, Maintenance-\$488.89; Mitchell Plumbing & Heating, Repair-\$231.95; Mitchell School District, Utilities-\$1,864.53; Mitchell Telecom, Utilities-\$299.53; Mitchell

United Way, United Way Deductions-\$110.00; Mobotrex, Maintenance-\$740.00; Musick Livestock, Repair-\$200.00; N-Able Technologies, Backup Recovery-\$105.60; Napa Central, Supplies-\$392.97; Newman Signs, Supplies-\$3,889.24; Norse Fire Equipment, Equipment-\$9,649.00; Northern Escrow, AIP '33 Airport P.E. #3-\$439,993.17; Northwestern Energy, Utilities-\$75,537.30; O'Reilly Automotive, Maintenance-\$6.68; Optilegra, Vision Plan-\$318.44; Overdrive, Ebooks-\$1,328.93; Paul Bernard, Reimbursement-\$128.96; Penguin Management, Supplies-\$1,646.00; Pepsi Cola, Supplies-\$655.68; Peter Arnold, Training-\$160.00; Pfeifer Implement, Supplies-\$4,306.90; Pioneer Designs, Maintenance-\$680.00; Premier Pest Control, Supplies-\$445.00; Pro Hydro-Test, Repair-\$3,650.00; Public Health Laboratory, Testing-\$160.00; Qualified Presort Service, Postage-\$1,071.83; Roby Quintal & Everson, 2026-16 P.E. #1-\$4,971.00; Rodenburg Law Firm, Garnishment-\$40.92; Ron's Saw Sales, Supplies-\$140.96; Runnings, Supplies-\$652.36; Sanitation Products, Supplies-\$820.19; Santel Communications, Utilities-\$30.00; Schoenfelder Portables, Rental-\$315.00; South Dakota Association of Rural Water, Conference-\$275.00; South Dakota Department Of Agriculture, Prof Fees Services-\$100.00; South Dakota Department of Public Safety, Service Contract-\$2,108.00; South Dakota Public Assurance Alliance, Insurance Coverage-\$628,194.35; South Dakota Retirement System, Retirement Contributions-\$136,848.32; South Dakota-Supplemental Retirement, Supplemental Retirement-\$5,185.00; South Dakota-Supplemental Roth 457, Roth 457 Contributions-\$2,247.50; South Dakota Waste Water, Conference-\$365.00; Shelly Knutson-Olson, Travel-\$203.05; Sherwin-Williams, Supplies-\$296.32; Sign Pro, Supplies-\$46.00; Sioux Area Rodeo Club, Rodeo Sports Authority Promo-\$2,500.00; Siteone Landscape, Supplies-\$507.95; SPN & Associates, 2021-45 P.E. #62-\$9,544.47; Standard Insurance, Life Insurance-\$2,775.40; Staples, Supplies-\$272.87; Stryker Sales, Replacement Kit-\$4,832.99; Sturdevants Auto Value, Supplies-\$1,174.15; Subway, Planning Commission Meals-\$53.94; Sun Gold Sports, Supplies-\$408.00; Tessiers Mechanical Contract, Repair-\$2,307.47; Thune True Value & Appliance, Supplies-\$109.01; Titan Machinery-Mitchell, Supplies-\$120.55; TK Electric, Supplies-\$9,500.00; TMA Stores. Repair-\$28.17; Tom Schaffner, Reimbursement-\$37.64; Transource, Supplies-\$939.86; Two Way Solutions, Supplies-\$99.00; UPS Store #4227, Shipping-\$715.51; Van Wall Equipment, Supplies-\$920.00; Verizon Wireless, Utilities-\$985.52; Vern Eide Ford, Part-\$143.50; Vestis, Mat Cleaning-\$264.02; Global, Credit Card-\$25,601.19; Clover, Credit Card-\$2,630.03; CSG, Credit Card-\$300.13; Wage Works, Supplies-\$11,179.00; Wellmark, Administration, Prescriptions, Medical-\$174,173.50; Wageworks, Claims Expense-\$1,658.25; Wageworks, Expense-\$9,565.94; Wellmark, Administration, Prescriptions, Medical-\$139,195.94; South Dakota Department of Revenue-\$16,288.14

Members present voting aye: Bathke, Doescher, Goldammer, McCardle, Sabers, Smith, Tjarks.
Members present voting nay: none. Motion carried.

PUBLIC COMMENT:

Jessica Pickett of Dakota Riptide reported that the state meet was held in Mitchell on February 26th through March 1st with over 280 athletes participating.

Corn Palace Director, Dave Sietsema, received official word that the Corn Palace would be host to the 1st and 2nd rounds of the NAIA Women's National Tournament to be held on Friday and Saturday, March 13th and 14th.

Dan Beukelman reminded the public of the Your Town Tour coming to the Corn Palace on Saturday, April 11th.

Mayor Hanson stated the Girls State Hockey Tournament will be held in Mitchell this weekend.

Council Member Tjarks stated she has been thinking of Finance Officer Bathke's husband and the Bathke family while he is serving in the Middle East.

BOARD OF ADJUSTMENT:

Moved by Goldammer, seconded by McCardle, for the City Council to recess and sit as the Board of Adjustment. Motion carried.

It was advised that this is the date and time set for hearing on the application of Sandbox Ventures LLC for a conditional use permit for a conditional use permit for a childcare center, preschool, nursery located at 2100 North Kimball Street, legally described as Lots 8 & 9, Block 1 of Greenridge Addition, City of Mitchell, Davison County, South Dakota. The property is zoned R4 High Density Family Residential District. The Planning Commission recommended approval of said application. Moved by Tjarks, seconded by Bathke, to approve said application. Motion carried.

It was advised that this is the date and time set for hearing on the application of Gold Key Properties LLC for a front yard variance of 19' vs 35' for an addition located at 1408 West 8th Avenue, legally described as Lot 2-A, Block 3 of Westwood First Addition, City of Mitchell, Davison County, South Dakota. The property is zoned TWC Transportation Warehousing and Commercial District. The Planning Commission recommended approval of said application. Moved by Sabers, seconded by Smith, to approve said application. Bathke abstained. Motion carried.

Moved by Goldammer, seconded by McCardle, to set date for March 16, 2026 on the following applications:

Stephen and Trudy Morgan for a side corner yard variance of 17.5' vs 20' for an addition located at 1421 Mitchell Boulevard, legally described as Lots 6 & 7 and East ½ of Vacated Alley, Block 31, University Addition, City of Mitchell, Davison County, South Dakota;

David Baker for a front yard variance of 9.9' vs 25' for a three seasons porch addition located at 400 West 14th Avenue, legally described as Lot 12, Block 12, Capital Addition, City of Mitchell, Davison County, South Dakota.

Motion carried.

Moved by Goldammer, seconded by Bathke, for the Board of Adjustment to adjourn and the City Council to reconvene in regular session. Motion carried.

HEARINGS:

It was advised that this is the date and time set for hearing on the application to transfer RB-20236 Retail (on-off sale) Malt Beverage & SD Farm Wine License from Jeanne BLaalid dba Leader Sporting Goods, 712 West Spruce Street to Niew, LLC dba Arnies @ First & Foster, 1218 East 1st Street (Video lottery is included). Notice of hearing has been given and affidavit of publication is on file. Moved by Sabers, seconded by Goldammer, to approve said application. Motion carried.

It was advised that this is the date and time set for hearing on the application to transfer RW-20237 Retail (on-off sale) Wine and Cider License from Jeanne BLaalid dba Leader Sporting Goods, 712 West Spruce Street to Niew, LLC dba Arnies @ First & Foster, 1218 East 1st Street (Video lottery is included). Notice of hearing has been given and affidavit of publication is on file. Moved by McCardle, seconded by Goldammer, to approve said application. Motion carried.

AWARD BID:

Bids were opened and read on 200-500 Blocks of East 6th Utility Upgrade Project #2026-03 on the 11th day of February, 2026. Moved by McCardle, seconded by Tjarks, to award, as follows:

**200-500 BLOCKS OF EAST 6TH AVENUE UTILITY UPGRADE
PROJECT #2026-03**

Metro Construction, 27308 Ponderosa Drive, Tea, SD 57064

Bid Schedule A (Utilities) \$648,640.90

Rexwinkel Concrete, 225 S Industrial Ave, Corsica, SD 57328

Bid Schedule B (Concrete Work) \$201,673.55

Motion carried.

Bids were opened and read on the rebid of the Tornado Saferoom at City of Mitchell Campground Project #2023-33 on the 12th day of February, 2026. If awarded, additional funds of \$283,000.00 would need to be added to the project to cover the shortfall and provide project contingency. Moved by Goldammer, seconded by Tjarks, to award the bid for Tornado Safe Room at City of Mitchell Campground, Project #2023-33. Roll call vote was taken.

Members present voting aye: Bathke, Goldammer, Tjarks. Members present voting nay: Doescher, McCardle, Sabers, Smith. Motion failed.

CONSIDER APPROVAL:

Moved by McCardle, seconded by Goldammer, to approve Agreement #A2026-20, Non-Federal Reimbursable Agreement with the Department of Transportation Federal Aviation Administration for Runway 18-36 Project. Motion carried.

PUBLIC HEARING:

It was advised that this is the date and time set for hearing to upgrade stormwater and wastewater infrastructure along 13th Avenue between Minnesota and Wisconsin Streets. Public Works Director Joe Schroeder reviewed the details of the project. The funds could be either a grant from the state Consolidated Water Facilities Construction Program or a loan from the Clean Water State Revolving Fund Program. The City is seeking up to \$1,560,000.00 from the program, the expected loan term is 30 years at 4.0%.

Discussion took place and there were no comments from the public in attendance.

RESOLUTIONS:

Moved by Goldammer, seconded by Tjarks, to approve Resolution #R2026-09, A Resolution Amending City of Mitchell Sewer Rates for 2026 by Implementing a Surcharge for CW-16, as follows:

Resolution #R2026-09

A RESOLUTION AMENDING CITY OF MITCHELL SEWER RATES FOR 2026 BY IMPLEMENTING A SURCHARGE FOR CW-16

WHEREAS, the City of Mitchell has been involved in a comprehensive infrastructure planning process,

WHEREAS, many of these projects will include state revolving loan financing that the city will be obligated to repay through rates,

WHEREAS, these improvements are necessary to meet expected demands of current customers in the next 5-10 years, as well as any future demands from growth and development within the City of Mitchell;

WHEREAS, the Mitchell City Council asked that surcharges be set to fund the planned improvements;

THEREFORE, BE IT RESOLVED, by the City Council of the City of Mitchell, SD that effective March 15, 2026 rates be amended to include the surcharges as listed below for CW-16 to be taken out of the existing rate amounts.

Sewer Rates

		10/1/2025
Residential	Base	\$ 32.03
	Volume	\$ 4.41
Non Residential	Base	\$ 32.03
	Volume	\$ 5.51
Industrial	Base	\$ 32.03
	Volume	\$ 4.39
	BOD	\$ 0.96
	TSS	\$ 1.42
	TKN	\$ 5.29

Sewer rates include the following surcharges that are segregated from the total fees collected:

\$8.05/month/user	CW-05	Sanborn Phase II
\$3.70/month/user	CW-06	East Central Drainage Phase I
\$.99/month/user	CW-07	East Central Drainage Phase II
\$1.11/month/user	CW-08	Daily Drive Lift Station
\$11.60/month/user	CW-09	Waste Water Treatment Plant Improvements Phase I
\$9.36/month/user	CW-10	Waste Water Treatment Plant Improvements Phase II
\$3.47/month/user	CW-11	Waste Water System Improvements
\$.77/month/user	CW-12	Livesay Improvements
\$4.12/month/user	CW-13	S. Wastewater Treatment Plant Improvements
\$2.60/month/user	CW-15	5 th Street Burr to Foster
\$3.55/month/user	CW-16	Ohlman Street- 23 rd to Kemper

Motion carried and resolution declared duly adopted.

Moved by Goldammer, seconded by McCardle, to approve Resolution #R2026-10, A Resolution Giving Approval to Certain Sewer Facilities Improvements; Giving Approval to the Issuance and Sale of a Revenue Bond to Finance, Directly or Indirectly, the Improvements to the Facilities; Approving the Form of the Loan Agreement and the Revenue Bond and Pledging Project Revenues and Collateral to Secure the Payment of the Revenue Bond; and Creating Special Funds and Accounts for the Administration of Funds for Operation of the System and Retirement of the Revenue Bond and Providing for a Segregated Special Charge or Surcharge for the Payment of the Bonds, as follows:

RESOLUTION NO. R2026-10

RESOLUTION GIVING APPROVAL TO CERTAIN SEWER FACILITIES IMPROVEMENTS; GIVING APPROVAL TO THE ISSUANCE AND SALE OF A REVENUE BOND TO FINANCE, DIRECTLY OR INDIRECTLY, THE IMPROVEMENTS TO THE FACILITIES; APPROVING THE FORM OF THE LOAN AGREEMENT AND THE

REVENUE BOND AND PLEDGING PROJECT REVENUES AND COLLATERAL TO SECURE THE PAYMENT OF THE REVENUE BOND; AND CREATING SPECIAL FUNDS AND ACCOUNTS FOR THE ADMINISTRATION OF FUNDS FOR OPERATION OF THE SYSTEM AND RETIREMENT OF THE REVENUE BOND AND PROVIDING FOR A SEGREGATED SPECIAL CHARGE OR SURCHARGE FOR THE PAYMENT OF THE BONDS.

WHEREAS, one of the purposes of SDCL Chapter 9-40 (the “Act”) as found and determined by the Legislature is to provide for financing the acquisition, maintenance, operation, extension or improvement of any system or part of any system for the collection, treatment and disposal of sewage and other domestic, commercial and industrial wastes; or any system for the control of floods and drainage; or any combination thereof, together with extensions, additions, and necessary appurtenances; and,

WHEREAS, a municipality is authorized by Section 6 of the Act to issue revenue bonds to defray the cost of extensions, additions and improvements to any utility previously owned without pledging its credit and is authorized to pledge the net income or revenues from the Project in accordance with Section 15 of the Act; and,

WHEREAS, the City of Mitchell (the “City”) currently operates a sewer system for the collection, treatment and disposal of sewage and other domestic, commercial and industrial wastes; and for the control of floods and drainage and has determined that improvements to the sewer facilities are necessary for the conduct of its governmental programs and qualifies as an improvement, extension or addition to its sewer system; and,

WHEREAS, the City has determined to issue its revenue bonds to finance the improvements to its sewer system for the purpose of collecting, treating and disposing of sewage and other domestic, commercial and industrial wastes (the “System”) and has applied to the South Dakota Conservancy District (the “District”) for a Clean Water State Revolving Fund Loan to finance the improvements;

WHEREAS, the City shall adopt special rates or surcharges for the improvements to be pledged, segregated and used for the payment of the Bonds.

NOW THEREFORE BE IT RESOLVED by the City as follows:

SECTION 1. Definitions. The terms when used in this Resolution shall have the following meanings set forth in this section unless the context clearly requires otherwise. All terms used in this Resolution which are not defined herein shall have the meanings assigned to them in the Loan Agreement unless the context clearly otherwise requires.

“**Act**” means South Dakota Codified Laws Chapter 9-40.

“**Loan**” means the Loan made by the South Dakota Conservancy District to the City pursuant to the terms of the Loan Agreement and as evidenced by the Revenue Bond.

“**Project**” means the City of Mitchell North Ohlman Street Utility Improvement Project.

“Revenue Bond” means the revenue bond or bonds issued the date of the Loan Agreement by the City to the South Dakota Conservancy District to evidence the City’s obligation to repay the principal of and pay interest and Administrative Expense Surcharge on the Loan.

“System” means the City’s system of collecting, treating, and disposing of sewage and other domestic, commercial, and industrial wastes.

SECTION 2. Declaration of Necessity and Findings.

2.1.1. Declaration of Necessity. The City hereby determines and declares it is necessary to construct and finance improvements to its System described as the Project.

2.2. Findings. The City does hereby find as follows:

2.2.1. The City hereby expressly finds that if the Project is not undertaken, the System will pose a health hazard to the City and its inhabitants and will make the City unable to comply with state and federal law.

2.2.2. Because of the functional interdependence of the various portions of the System, the fact that the System may not lawfully operate unless it complies with State and federal laws, including SDCL Chapter 34A-2, and the federal Clean Water Act, and the nature of the improvements financed, the City hereby finds and determines that the Project will substantially benefit the entire System and all of its users within the meaning of Sections 15 and 17 of the Act.

2.2.3. The City hereby determines and finds that for the purposes of the Act, including, in particular, Sections 15 and 17 of the Act, only the net income from the Project financed by the Revenue Bond be pledged for its payment.

SECTION 3. Authorization of Loan, Pledge of Revenue and Security.

3.1. Authorization of Loan. The City hereby determines and declares it necessary to finance up to \$3,930,000 of the costs of the Project through the issuance of bonds payable from the revenue of the Project and other funds secured by the City. The City hereby determines that because the Revenue Bond is issued in connection with a financing agreement described in SDCL 46A-1-49, pursuant to Section 15 of the Act no election is required to issue the Revenue Bond.

3.2. Approval of Loan Agreement. The execution and delivery of the Revenue Obligation Loan Agreement (the “Loan Agreement”), the form of which is on file with the Finance Officer (the “Finance Officer”) and open to public inspection, between the City as Borrower and the District, is hereby in all respects authorized, approved and confirmed, and the Mayor and Finance Officer are hereby authorized and directed to execute and deliver the Loan Agreement in the form and content attached hereto, with such changes as the Attorney for the City deems appropriate and approves, for and on behalf of the City. The Mayor and Finance Officer are hereby further authorized and directed to implement and perform the

covenants and obligations of the City set forth in or required by the Loan Agreement. The Loan Agreement herein referred to and made a part of this Resolution is on file in the office of the Finance Officer and is available for inspection by any interested party.

3.3. Approval of Revenue Bond. The issuance of a revenue bond in a principal amount not to exceed \$3,930,000 as determined according to the Loan Agreement in the form and content set forth in Appendix B attached to the form of Loan Agreement (the "Revenue Bond") shall be and the same is, in all respects, hereby authorized, approved, and confirmed and the Mayor, Finance Officer, and other appropriate officials shall be and are hereby authorized and directed to execute and seal the Revenue Bond and deliver the Revenue Bond to the District, for and on behalf of the City, upon receipt of the purchase price, and to use the proceeds thereof in the manner set forth in the Loan Agreement. The Mayor and Finance Officer are hereby authorized to approve the final terms of the Revenue Bond, and their execution and delivery thereof shall evidence that approval. The Revenue Bond shall be issued under the authority of SDCL Chapter 9-40 and SDCL Chapter 6-8B, and the provisions of the Act are hereby expressly incorporated herein as provided in Section 19 of the Act.

3.4. Pledge of Revenues. The Revenue Bond together with the interest thereon, shall not constitute a charge against the City's general credit or taxing power, but shall be a limited obligation of the City payable solely out of the Project Debt Service Account, which payments, revenues and receipts are hereby and in the Loan Agreement pledged and assigned for the equal and ratable payments of the Revenue Bond and shall be used for no other purpose than to pay the principal of, interest and Administrative Surcharge on the Revenue Bond, except as may be otherwise expressly authorized in the Loan Agreement (including the purpose of securing Additional Bonds issued as permitted by the terms thereof). The City covenants and agrees to charge rates for all services from the Project or establish special charges or surcharges which will be sufficient to provide for the payments upon the Revenue Bond issued hereunder as and when the same become due, and as may be necessary to provide for the operation and maintenance and repairs of the Project, and depreciation, and the Rate Resolution shall be revised from time to time so as to produce these amounts. The City hereby reserves the right to determine on a periodic basis the appropriate allocation of operation and maintenance expenses, depreciation, repair and reserves associated with the facilities financed with the Revenue Bond, provided that such determination of allocable operation and maintenance expenses shall in no event abrogate, abridge or otherwise contravene the covenant of the City set forth in this Section 3 or any other covenant or agreement in the Loan Agreement.

SECTION 4. Special Charge or Surcharge for Revenue Bond.

4.1. The City does hereby create the Revenue Bond Special-Surcharge District (the "Surcharge District") which shall include all users which benefit from the Project. There shall be charged a special charge or surcharge pursuant to Section 15 of the Act for the services provided by Project financed by the Revenue Bond. The special charge or surcharge shall be segregated from other revenues of the System and shall be used for the payment of the Revenue Bond. The special charge or surcharge shall create net income, remaining from

time to time after first paying all reasonable and current expenses of maintenance, repairs, replacements, and operation, sufficient to fund interest, reserve and debt service fund annual requirements and shall be 110% of the debt service requirements on the Revenue Bond.

4.2. Rates and collection. The rate herein specific will be collected as a special charge or surcharge for the Project. This special charge or surcharge shall remain in effect until such time as the Revenue Bond is defeased or paid in full.

4.3. Initial Surcharge. The initial special charge or surcharge shall be set by resolution and collected at the same time as other charges of the utility. All users within the Surcharge District which benefit from the Project, current and future, shall be charged the special charge or surcharge. The special charge or surcharge is found to be equitable for the services provided by the Project. The special charge or surcharge shall begin at such time as will produce sufficient revenue to pay principal of, interest and Administrative Surcharge on the Revenue Bond when due.

4.4. Segregation. The Finance Officer shall set up bookkeeping accounts in accordance with South Dakota Legislative Audit guidelines for the segregation of the revenue, special charges, and surcharges.

4.5. Periodic review. The amount of the surcharge shall be reviewed from time to time, not less than yearly, and shall be modified in order to produce such funds as are necessary and required to comply with the Loan Agreement's rate covenant and to pay principal of, interest and Administrative Surcharge on the Revenue Bond when due. The surcharge may be set by resolution in accordance with this Section. The rate resolution shall be necessary for the support of government and shall be effective upon passage.

SECTION 5. Additional Bonds. As permitted by Sections 8 and 9 of the Act, Additional Bonds payable from revenues and income of the System or Project may be issued, as permitted in the Loan Agreement, and no provision of this Resolution shall have the effect of restricting the issuance of, or impairing the lien of, such additional parity bonds with respect to the net revenues or income from the extensions, additions or improvements. The City shall have the right to issue additional bonds secured by a lien subordinate to the lien from the Revenue Bond pursuant to the Loan Agreement.

SECTION 6. Project Fund Accounts. For the purpose of application and proper allocation of the income of the Project and to secure the payment of principal, Administrative Surcharge and interest on the Revenue Bond, the following mandatory asset segregations shall be included in the sewer system account of the City and shall be used solely for the following respective purposes until payment in full of the principal of and interest on the Revenue Bond:

6.1. Project Revenue Account. There shall be deposited periodically into the Project Revenue Account the net revenues as defined in Section 17 of the Act derived from the operation of the Project collected pursuant to the resolutions and ordinances of the City of Mitchell, South Dakota (collectively the "Rate Resolution"). Moneys from the Project Revenue Account shall be transferred periodically into separate funds and accounts as provided below.

6.2. Project Debt Service Account. Out of the revenues in the Project Revenue Account, there shall be set aside no later than the 25th day of each month into the account designated Project Debt Service Account, a sum sufficient to provide for the payment as the same become due of the next maturing principal of, interest and Administrative Surcharge on the Revenue Bonds and any reserve determined by the City's governing body to be necessary. The amount set aside monthly shall be not less than one-third of the total principal, interest, and Administrative Surcharge payable on the following February 15, May 15, August 15 or November 15 and if there shall be any deficiency in the amount previously set aside, then the amount of such deficiency shall be added to the current requirement.

6.3. Depreciation Account. There shall be established a General Depreciation Account. Out of the revenues of the Project Revenue Account there shall be set aside each month into the General Depreciation Account an amount determined by the Common Council to be a proper and adequate amount for repair and depreciation of the Project.

6.4. Project Surplus Account. There shall be established the Project Surplus Account. Revenues remaining in the Project Revenue Account at the end of any fiscal year after all periodic transfers have been made therefrom as above required, shall be deemed to be surplus and shall be transferred to the Project Surplus Account. If at any time there shall exist any default in making any periodic transfer to the Project Debt Service Account, the Common Council shall authorize the Finance Officer to rectify such default so far as possible by the transfer of money from the Project Surplus Account. If any such default shall exist as to more than one account or fund at any time, then such transfer shall be made in the order such funds and accounts are listed above.

When not required to restore a current deficiency in the Project Debt Service Account, moneys in the Project Surplus Account from time to time may be used for any of the following purposes and not otherwise:

- (a) To redeem and prepay the Revenue Bond when and as such Revenue Bond becomes prepayable according to its terms;
- (b) To pay for repairs of or for the construction and installation of improvements or additions to the System; and, if the balances in the Project Debt Service Account and the Project Depreciation Account are sufficient to meet all payments required or reasonably anticipated to be made there from prior to the end of the then current fiscal year, then:
- (c) To be held as a reserve for redemption and prepayment of any bonds of the System which are not then but will later be prepayable according to their terms; or
- (d) To be used for any other authorized municipal purpose designated by the Common Council.
- (e) No moneys shall at any time be transferred from the Project Surplus Account or any other account of the Fund to any other fund of the City, nor shall such moneys at

any time be loaned to other municipal funds or invested in warrants, special improvements bonds or other obligations payable from other funds, except as provided in this Section.

SECTION 7. Approval of Paying Agent/Registrar. The Revenue Bond shall be payable at the office of U.S. Bank National Association, St. Paul, Minnesota, hereby designated as paying agent and registrar.

SECTION 8. Approval of Bond Counsel. Meierhenry Sargent LLP is hereby retained as Bond Counsel with respect to the Revenue Bond.

SECTION 9. Tax Matters. The Interest on the Revenue Bond shall be excludable from gross income for federal income tax purposes under the Internal Revenue Code of 1986, as amended (“the Code”) and applicable Treasury Regulations (the “Regulations”).

SECTION 10. Covenants. The City hereby covenants and agrees with the District and other owners of the Revenue Bond as follows:

10.1. The City will punctually perform all duties with reference to the Project, the System and the Revenue Bond required by the constitution and laws of the State of South Dakota and by this Resolution.

10.2. The City agrees and covenants that it will promptly construct the improvements included in the Project.

10.3. The City covenants and agrees that pursuant to Sections 25 through 27 of the Act, the lawful holders of the Revenue Bond shall have a statutory mortgage lien upon the Project and the extensions, additions and improvements thereto acquired pursuant to the Act, until the payment in full of the principal and interest on the Revenue Bond, and the City agrees not to sell or otherwise dispose of the System, the Project, or any substantial part thereof, except as provided in the Loan Agreement and shall not establish, authorize or grant a franchise for the operation of any other utility supplying like products or services in competition therewith, or permit any person, firm or corporation to compete with it in the distribution of water for municipal, industrial, and domestic purposes within the City.

10.4. The City covenants and agrees with the District and other owners of the Revenue Bond that it will maintain the System in good condition and operate the same in an efficient manner and at a reasonable cost, so long as any portion of the Revenue Bond remains outstanding; that it will maintain insurance on the System for the benefit of the holders of the Revenue Bond in an amount which usually would be carried by private companies in a similar type of business; that it will prepare, keep and file records, statements and accounts as provided for in this Resolution and the Loan Agreement. The Revenue Bond shall refer expressly to this Resolution and the Act and shall state that it is subject to all provisions and limitations thereof pursuant to Section 19 of the Act.

SECTION 11. Depositories. The Finance Officer shall cause all moneys pertaining to the Funds and Accounts to be deposited as received with one or more banks which are duly qualified public depositories under the provisions of SDCL Ch. 4-6A, in a deposit account or accounts, which shall be maintained separate and apart from all other accounts of the City, so long as any of the Bonds and the interest thereon shall remain unpaid. Any of such moneys not necessary for immediate use may be deposited with such depository banks in savings or time deposits. No money shall at any time be withdrawn from such deposit accounts except for the purposes of the Funds and Accounts as authorized in this Resolution; except that moneys from time to time on hand in the Funds and Accounts may at any time, in the discretion of the City's governing body, be invested in securities permitted by the provisions of SDCL 4-5-6; provided, however, that the Depreciation Fund may be invested in such securities maturing not later than ten years from the date of the investment. Income received from the deposit or investment of moneys shall be credited to the Fund or Account from whose moneys the deposit was made, or the investment was purchased, and handled and accounted for in the same manner as other moneys therein.

SECTION 12. Consent to Appointment. In the event of mismanagement of the Project, a default in the payment of the principal or interest of the Revenue Bond, or in any other condition thereof materially affecting the lawful holder of the Revenue Bond, or if the revenues of the Project are dissipated, wasted or diverted from their proper application as set forth in the Loan Agreement, Revenue Bond, or herein, the City hereby consents to the appointment of a receiver pursuant to Section 33 of the Act, and agrees that the receiver will have the powers set forth therein, and in Sections 34 and 35 of the Act to operate and administer the Project, and charge and collect rates as described therein.

SECTION 13. Severability. If any section, paragraph, clause or provision of this Resolution, the Loan Agreement, the Revenue Bond, or any other Loan Document shall be held invalid, the invalidity of such section, paragraph, clause or provision shall not affect any of the other provisions of this Resolution or said Loan Agreement, Revenue Bond, or any other Loan Document.

SECTION 14. Repeal of Resolution. At such time as the Revenue Bond is defeased or paid in full, this Resolution and the special charge or surcharge shall automatically be repealed without any further action of the City.

SECTION 15. Authorization of City Officials. The Mayor, Finance Officer, City Attorney and City officials shall be and they are hereby authorized to execute and deliver for and on behalf of the City any and all other certificates, documents or other papers and to perform such other acts as they may deem necessary or appropriate in order to implement and carry out the actions authorized herein.

SECTION 16. Effective Date. This Resolution shall take effect on the 20th day following its publication, unless suspended by a referendum.

Motion carried and resolution declared duly adopted.

Moved by Goldammer, seconded by Smith. to approve Resolution #R2026-11. Plat of Lots 1-3 in Tract 1 of Horseman's Addition, as follows:

RESOLUTION #R2026-11

WHEREAS, it appears that the City Planning Commission of the City of Mitchell, South Dakota, did duly consider and did recommend the approval and adoption of the hereinafter described plat, at its meeting held on the 23rd day of February, 2026; and

WHEREAS, it appears from an examination of the PLAT OF LOTS 1-3 IN TRACT 1 OF HORSEMAN'S ADDITION TO THE CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA, as prepared by Robert D. Kummer, a duly licensed Land Surveyor in and for the State of South Dakota, that said is in accordance with the system of streets and alleys set forth in the master plan adopted by the City Planning Commission of the City of Mitchell, South Dakota, and that such plat has been prepared according to law;

THEREFORE, be it resolved by the City Council of Mitchell, South Dakota that the PLAT OF LOTS 1-3 IN TRACT 1 OF HORSEMAN'S ADDITION TO THE CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA, as prepared by Robert D. Kummer, be and the same is approved and the description set forth therein and the accompanying surveyor's certificate shall prevail.

Bathke abstained. Motion carried and resolution declared duly adopted.


EXECUTIVE SESSION:

Moved by Goldammer, seconded by McCardle, to go into Executive Session as permitted by SDCL 1-25-2(3) Consulting with Legal Counsel and SDCL 19-19-502 Lawyer-Client Communications. Motion carried.

Mayor Hanson declared the board out of executive session at 8:04 p.m. and the City Council to reconvene in regular session at 8:05 p.m.

ADJOURN:

There being no further business to come before the meeting, Mayor Hanson adjourned the meeting.



Michelle Bathke
Finance Officer

Published once at the approximate cost of _____.

**SPECIAL MEETING OF THE CITY COUNCIL
COUNCIL CHAMBERS, CITY HALL
MITCHELL, SOUTH DAKOTA**

**March 5, 2026
8:00 A.M.**

PRESENT: Marty Barington, Mike Bathke, John Doescher, Tim Goldammer,
Kevin McCardle, Dan Sabers, Jeffrey Smith, Susan Tjarks

ABSENT:

PRESIDING: Mayor Jordan Hanson

AWARD BID:

Discussion took place regarding the rebid of the Tornado Shelter Project #2023-33. City Council directed city staff to rebid the project a third time with other options including poured concrete walls which will possibly lower the cost of the project.

CONSIDER APPROVAL:

City Attorney Justin Johnson reviewed the referral petition submitted for Agreement #A2026-18, Transfer and Redevelopment Agreement for East 1st Avenue Project. The petition met the requirement of having over the number of signatures of registered voters needed. However, Johnson stated when reviewing the form of the petition it appears to be drafted using an outdated version of the form which calls the validity of the petition itself into question. The City Council will need to decide whether the petition is invalid or valid, and if valid, when to place the issue on the ballot. Moved by McCardle, seconded by Sabers, to deny the validity of the referral petitions submitted for Agreement #A2026-18, Transfer and Redevelopment Agreement for East 1st Avenue Project and not place the issue on the ballot. Roll call vote was taken.

Members present voting aye: Barington, McCardle, Sabers, Smith, Tjarks. Members present voting nay: Bathke, Doescher, Goldammer. Motion carried.

ADJOURN:

There being no further business to come before the meeting, Mayor Hanson adjourned the meeting.


Michelle Bathke
Finance Officer

Published once at the approximate cost of _____.



Planning Commission 2-23-26
City Council Chambers, City Hall, 612 N. Main Street
February 23, 2026

1. Call to Order

Chairperson Genzlinger called the February 23, 2026 City Planning Commission Meeting to order at 12:00 P.M. noon in the Council Chambers, City Hall, 612 N Main Street.

2. Roll Call

Quorum is met, simple majority vote required for all items.

Present: Bathke, Genzlinger, Gunkel, Helleloid, Schreurs, Sonne.

Absent: Osterloo, Schmitz

Staff Present: Dammann, Ellwein, Hegg, Jenniges, J Johnson, Schroeder.

3. Declaration Of Conflicts Of Interests

Genzlinger item #8.

4. Approve Agenda

Motion by Sonne, seconded by Schreurs to approve the proposed agenda. All present voting aye; motion carried.

5. Approval of Previous Minutes: January 26, 2026

Motion by Sonne, seconded by Schreurs to approve the proposed minutes of the January 26, 2026 Planning Commission Meeting. All present voting aye; motion carried.

6. Schedule Next Meeting: March 9, 2026

Motion by Sonne, seconded by Schreurs to set the date for the next Planning Commission Meeting for March 9, 2026. All present voting aye; motion carried.

7. Conditional Use Permit: Sandbox Ventures LLC

Sandbox Ventures LLC has applied for a conditional use permit for a Childcare center, preschool, nursery; located at 2100 N Kimball St, legally described as Lots 8 & 9, Block 1 of Greenridge Addition, City of Mitchell, Davison County, South Dakota. The said real property is zoned R4 High Density Family Residential District.

Jenniges noted that a notice was sent out to the neighbors, it was published in the official newspaper and sign posted. There was one response in favor. The applicant was present to answer questions.

Jenniges gave an overview of the area using GIS. He also noted that, since this is not a residential daycare, the three normal conditions should not be applied. This application will have to be reviewed by John Hegg and possibly an architect during the building permit portion for the change of use to the facility.

Sonne questioned the area for the CUP. Jenniges stated it is just the area in red on the GIS view. If they expand, they will have to go through the process of including new legal descriptions.

Jeff Sand stated he is part owner and heard from the community and business owners that more daycare is needed. They are partnering with a well-established daycare provider that is looking to expand her existing facility.

Genzlinger asked if there would be an outside playground to which the applicant said there is room for a playground by the shed to the east.

Motion by Schreurs, seconded by Sonne to recommend approval of the conditional use. All present voting aye; motion carried.

8. Variance Permit: Gold Key Properties LLC

Gold Key Properties LLC has applied for a Variance Permit for a front yard setback of 19' vs 35' for an addition. It is located at 1408 W 8th Ave, legally described as Lot 2-A, Block 3 of Westwood First Addition, City of Mitchell, Davison County, South Dakota. The property is zoned TWC Transportation Warehousing and Commercial District.

Jenniges noted that a notice was sent out to the neighbors, it was published in the official newspaper and sign posted. There was one response in favor that made the packet and one response in favor that did not make the packet. The applicant was present to answer questions.

Jenniges gave an overview of the area using GIS. He stated per their application that they would like to build onto the front of the building because that is where the existing offices are, and they would like to expand that and create a showroom.

Helleloid questioned if the new setback would be closer than the fence of the property to the west. Mike Bathke answered that the fence would be about 7' further south of the proposed addition.

Motion by Schreurs, seconded by Gunkel to recommend approval of the variance. All present voting aye with Genzlinger abstaining; motion carried.

9. Plan Approval: Matt Evers

Jenniges gave an overview of 505 N Main St, which is zoned Central Business District using GIS. He also noted that this is not in the Historic Commercial District therefore it does not have to meet those guidelines. Jenniges went through the renderings and the plans provided showing a remodeled front view with offices on the main floor and an open patio on the second level. The applicant was present to answer questions.

Genzlinger stated he thinks it looks good and likes to see it.

Motion by Sonne, seconded by Helleloid to approve the plan. All present voting aye; motion carried.

10. Plat: Rodeo Blues LLC

Plat of Lots 1-3 in Tract 1 of Horseman's Addition to the City of Mitchell, Davison County, South Dakota.

Jenniges gave an overview of the area using GIS. He reminded the board of the vacation of the alley in the past for this area. There is a MAE to get to lot 1 and the lots meet the zoning requirements for TWC. The applicant was not present to answer questions.

Motion by Schreurs, seconded by Sonne to approve the plat. All present voting aye; motion carried.

11. Other Business:

None.

12. Public Input:

None.

13. Adjourn

Chairperson Genzlinger adjourned the meeting at 12:11 P.M.



Kevin Genzlinger
Planning Commission Chairperson



Planning Commission 3-9-26
City Council Chambers, City Hall, 612 N. Main Street
March 9, 2026

1. Call to Order

Chairperson Genzlinger called the March 9, 2026 City Planning Commission Meeting to order at 12:00 P.M. noon in the Council Chambers, City Hall, 612 N Main Street.

2. Roll Call

Quorum is met, simple majority vote required for all items.

Present: Bathke, Genzlinger, Helleloid, Osterloo, Schreurs, Sonne.

Absent: Gunkel, Schmitz.

Staff Present: Dammann, Ellwein, Mayor Hanson, Hegg, Jenniges, J Johnson, Schroeder.

3. Declaration Of Conflicts Of Interests

None.

4. Approve Agenda

Motion by Sonne, seconded by Osterloo to approve the proposed agenda. All present voted aye; motion carried.

5. Approval of Previous Minutes: February 23, 2026

Motion by Osterloo, seconded by Sonne to approve the proposed minutes of the February 23, 2026 Planning Commission Meeting. All present voted aye; motion carried.

6. Schedule Next Meeting: March 23, 2026

Motion by Sonne, seconded by Osterloo to set the date for the next Planning Commission Meeting for March 23, 2026. All present voted aye; motion carried.

7. Variance Permit: Stephen & Trudy Morgan

Stephen & Trudy Morgan have applied for a Variance Permit for a side corner yard setback of 17.5' vs 20' to remove the existing 10' x 10' screen in porch and replace it with a 14' x 14' addition. It is located at 1421 Mitchell Blvd, legally described as Lots 6 & 7 and E ½ of Vacated Alley, Block 31, University Addition, City of Mitchell, Davison County, South Dakota. The property is zoned R2 Single-family Residential District.

Jenniges noted that a notice was sent out to the neighbors, it was published in the official newspaper and sign posted. There were four responses in favor that made the packet and

two responses in favor that did not make the packet. The applicant was not present to answer questions.

Jenniges gave an overview of the area using GIS.

Genzlinger questioned what the hardship actually was.

Bathke noted that the pine tree to the east would block more sight lines than the proposed addition.

Motion by Osterloo, seconded by Schreurs to recommend approval of the variance. All present voted aye; motion carried.

8. Variance Permit: David Baker

David Baker has applied for a Variance Permit for front yard setback of 9.9' vs 25' for a three-season porch addition. It is located at 400 W 14th Ave, legally described as Lot 12, Block 12, Capital Addition, City of Mitchell, Davison County, South Dakota. The property is zoned R4 High Density Residential District.

Jenniges noted that a notice was sent out to the neighbors, it was published in the official newspaper and sign posted. There were no responses in favor or opposed. The applicant was not present to answer questions.

Jenniges gave an overview of the area using GIS. He said the applicant is replacing his sewer and water line, so the deck will have to get taken off. He would like to replace the removed deck with a three-season porch that would have a roof. The applicant had shared previously with Jenniges that the roof above the entrance was becoming dilapidated, and he originally just thought about replacing it, but since he is removing the deck for the water and sewer lines, he thought he'd apply for the variance for the porch.

Genzlinger stated that he struggles to approve the variance and brought up the previous variances that were approved for the residential dwelling.

Schreurs questioned what would stop the applicant from enclosing the porch in the future, to which Hegg answered it would not meet the building envelope and building code, but it has happened in other places around town. He inspects footings, framing and final, but he does not go back a year or more after the project was completed to see if they are enclosed further.

Motion by Schreurs, seconded by Osterloo to recommend approval of the variance. Roll call vote: Genzlinger – nay, Gunkel – absent, Helleloid – aye, Osterloo – nay, Schmitz – absent, Schreurs – nay, Sonne – nay. 1 aye, 4 nay, 2 absent; motion carried.

9. Plan Approval: Hot Shots Espresso

Jenniges gave an overview of the area using GIS. This land is zoned Highway Oriented Business District. The applicant would like to replace the existing 8' x 12' structure that was approved by Planning Commission in 2013 with a new 12' x 16' structure. They will still meet the 30' front yard setback. The applicant was not available for questions.

Motion by Schreurs, seconded by Sonne to approve the plan. All present voted aye; motion

carried.

10. Other Business:

None.

11. Public Input:

None.

12. Adjourn

Chairperson Genzlinger adjourned the meeting at 12:13 P.M.

Kevin Genzlinger
Planning Commission Chairperson



Historic Preservation Commission 10-28-25
City Council Chambers, City Hall, 612 N. Main Street
October 28, 2025

1. Call to Order

Jenniges called the October 28, 2025 Historical Preservation Commission meeting to order at 5:30 P.M. in the Council Chambers, City Hall, 612 N Main Street.

2. Roll Call

Quorum is met, simple majority vote required for all items.
Present: Bradley, Buechler, Clark, Genzlinger, Jirsa, Luczak, Schwalm.
Absent: Logan, Pooley
Staff Present: Jenniges, Schroeder.

3. Election of Officers

Election of Chairperson for a 1-year term from July 1, 2025, to June 30, 2026.
Motion by Clark, seconded by Bradley to nominate Logan as Chairperson.

There being no other nominations, a motion by Genzlinger, seconded by Jirsa, that nominations cease, and a unanimous ballot be cast. All present voting aye; motion carried.

Election of Vice-Chairperson for a 1-year term from July 1, 2025, to June 30, 2026.
Motion by Genzlinger, seconded by Luczak to nominate Clark as Vice-Chairperson.

There being no other nominations, a motion by Schwalm, seconded by Luczak, that nominations cease, and a unanimous ballot be cast. All present voting aye; motion carried.

Election of Secretary for a 1-year term from July 1, 2025, to June 30, 2026.
Motion by Genzlinger, seconded by Jirsa to nominate Jenniges as Secretary.

There being no other nominations, a motion by Genzlinger, seconded by Jirsa, that nominations cease, and a unanimous ballot be cast. All present voting aye; motion carried.

4. Declaration Of Conflicts Of Interests

None.

5. Approve Agenda

Motion by Buechler, seconded by Jirsa to approve the proposed agenda. All present voting aye; motion carried.

6. Approval of Previous Minutes: October 4, 2023

Motion by Clark, seconded by Genzlinger to approve the proposed minutes of the October 4, 2023, Historic Preservation Commission meeting. All present voting aye; motion carried.

7. Review and Comment: Proposed Revision to the Mitchell Historic Commercial District-Draft

Jenniges stated he had someone reach out with a question about removing their property from the historic boundary. Jenniges said he reached out to Liz Almlie from SHPO about the process, and she stated there hadn't been an update to the boundary since 2013 and there are some buildings that have been demolished and some status changes, so an amendment to the district should be considered.

Almlie gave a description of the proposed amendments to the district.

Boyd Reimnitz said he was in favor of his property being eliminated from the district.

Jenniges said he talked with the church at 310 N Rowley St about adding the north half of their property to the district and their board of trustees is not in favor. The addition of the building would not be considered a contributing portion of the building.

The board agreed with all the proposed changes except that they would like to try to keep 201 E 2nd Ave in the district even though it could be looked at as a gerrymandering border. Almlie doesn't believe the federal board deems it an eligible historic candidate by itself.

Almlie said she will continue to work on the proposed amendments and letters to building owners will be sent out in February for official comments for a state board review meeting in April. Jenniges stated that Mitchell's board will meet in February or March to give their official recommendation to the final proposed amendments.

8. Other Business:

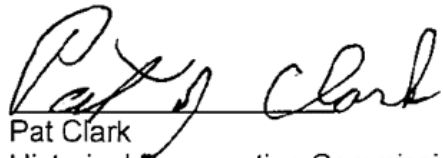
None.

9. Public Input:

None.

10. Adjourn

Secretary Jenniges asked for a motion to adjourn the meeting. Motion by Schwalm, seconded by Clark, to adjourn the meeting at 6:05 P.M. All present voting aye; motion carried.



Pat Clark
Historical Preservation Commission Vice-Chairperson



Historic Preservation Commission 03-03-26
City Council Chambers, City Hall, 612 N. Main Street
March 3, 2026

1. Call to Order

Chairperson Logan called the March 3, 2026 Mitchell Historical Preservation Commission meeting to order at 5:30 P.M. in the Council Chambers, City Hall, 612 N Main Street.

2. Roll Call

Quorum is met, simple majority vote required for all items.

Present: Bradley, Clark, Genzlinger, Jirsa (telephonically), Logan, Luczak, Schwalm.

Absent: Buechler, Pooley.

Staff Present: Jenniges.

3. Declaration Of Conflicts Of Interests

None.

4. Approve Agenda

Motion by Schwalm, seconded by Luczak to approve the proposed agenda. All present voted aye; motion carried.

5. Approval of Previous Minutes: October 28, 2025

Motion by Bradley, seconded by Clark to approve the proposed minutes of the October 28, 2025 Mitchell Historic Preservation Commission meeting. All present voted aye; motion carried.

6. Review and Comment: Proposed Revision to the Mitchell Historic Commercial District

Jenniges reminded the board that they had previously seen a draft of this and had given some feedback and comment to SHPO in an unofficial capacity. SHPO then took the comments and developed this final draft to be heard. Jenniges stated that he notified everyone within the Mitchell Commercial Historic District by mail whether there were going to be any changes to their buildings.

Jenniges said it would be best to go by each change as set forth within the draft and to vote on each one separately than as a document as a whole.

Boundary increase: Jenniges gave a GIS overview of the area for the proposed boundary increase. He noted that since the portion of the building is a boundary increase is not considered a historical building there would be no issues in the future for any additions or

remodels to that section of the building.

John Clagget spoke on behalf of Firth United Methodist Church. He said their church council and trustees are all against the boundary increase. They support the historic nature of the buildings and have spent \$256,000 on replacing stained glass in the historic portion of the building.

Motion by Luczak, seconded by Bradley to recommend denial of the boundary increase. Roll call vote: Bradley – aye, Buechler – absent, Clark – aye, Genzlinger – nay, Jirsa – aye, Logan – aye, Pooley – absent, Schwalm – aye. 6 aye, 1 nay, 2 absent; motion carried.

Boundary decrease: Jenniges gave a GIS overview of the area for the proposed boundary decrease. He noted that 201 E 2nd Ave is not included in the boundary decrease or previously discussed.

Luczak reminded the board that at the previous meeting, the owner of a portion of the property was in favor of removing their buildings from the district. Jenniges also reminded the board it was someone from within this area that originally wanted to amend the boundary.

Logan stated 127 E 2nd is one of the oldest buildings in town but is deteriorated and has been modified so many times that it has lost its historic value.

Motion by Genzlinger, seconded by Bradley to recommend approval of the boundary decrease. All present voted aye; motion carried.

Additional documentation for 208 & 210 N Main St: Jenniges stated SHPO would like to change their status from non-contributing to contributing due to modifications that had been made to the buildings.

Motion by Genzlinger, seconded by Luczak to recommend approval of the document change. All present voted aye; motion carried.

Additional documentation for 100, 118 & 514 N Main St: Jenniges stated SHPO would like to change their status from contributing to non-contributing due to modifications that had been made to the buildings.

Motion by Clark, seconded by Luczak to recommend approval of the document change. All present voted aye with Bradley abstaining; motion carried.

Inventory: Jenniges stated SHPO identified some properties within the district that have been demolished.

Motion by Genzlinger, seconded by Luczak to recommend approval of the demolished sites. All present voted aye; motion carried.

Review Map: Jenniges noted that if the addition to 310 N Rowley does happen, SHPO has the north boundary cutting through a parcel. He noted it is a parking lot at this time, but possibly in the future it could be developed, but not very likely. He recommended that the possibly changed boundary to not include that parking lot which would have to create a couple more UTM Points.

Motion by Genzlinger, seconded by Bradley to recommend Jenniges boundary change to the map if 310 N Rowley is included but not the parking lot directly behind. All present voted aye; motion carried.

7. Review of South Dakota Open Meeting Materials

Jenniges reviewed the South Dakota Attorney General's information on open meeting laws as required by state statute to be reviewed annually.

8. Other Business:

None.

9. Public Input:

None.

10. Adjourn

Chairperson Logan asked for a motion to adjourn the meeting. Motion by Genzlinger, seconded by Bradley, to adjourn the meeting at 6:13 P.M. All present voted aye; motion carried.

Jeff Logan
Historical Preservation Commission Chairperson

CITY OF MITCHELL																
1ST & 2ND PENNY SALES TAX																
MONTHLY COLLECTION HISTORY																
YEAR	BUDGET AMOUNT:	TOTAL ACTUAL COLLECTIONS:	ACTUAL % INCREASE:	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	
2012	4,975,000	5,368,608.63	9.20	346,788.91	449,455.86	346,919.80	430,304.87	380,434.30	407,381.77	437,148.87	539,313.62	441,628.13	439,166.07	577,488.90	572,577.53	
2013	5,228,000	5,213,186.08	(2.89)	284,189.92	465,006.00	387,230.64	362,587.02	351,657.77	476,842.89	352,938.41	534,399.25	512,032.79	374,128.92	529,966.32	582,206.15	
2014	5,375,000	5,408,745.24	3.75	288,281.34	488,723.56	355,134.60	426,999.34	431,734.62	318,581.73	617,399.39	425,433.42	461,037.24	495,377.71	536,821.64	563,220.65	
2015	5,375,000	5,560,346.84	2.80	339,858.56	484,146.43	422,302.23	381,710.90	460,723.61	268,597.26	646,185.82	427,106.91	469,656.13	515,639.93	439,824.99	704,594.07	
2016	5,590,000	5,471,800.14	(1.59)	262,045.44	454,696.09	404,757.42	457,175.98	427,186.92	304,652.26	636,229.69	495,486.87	509,235.58	491,896.66	386,211.17	642,226.06	
2017	5,590,000	5,472,944.38	0.02	314,226.16	439,907.44	414,473.29	428,428.32	360,943.07	383,528.56	703,067.14	450,666.82	565,721.51	395,455.72	467,453.85	549,072.50	
2018	5,471,800	5,724,840.89	4.60	383,276.70	505,707.15	447,184.03	402,686.59	443,340.74	283,989.97	720,544.06	546,190.43	527,070.30	378,035.60	429,741.17	657,074.15	
2019	5,521,800	5,645,323.19	(1.39)	380,964.38	475,050.96	439,829.32	286,501.27	595,560.40	226,352.24	617,301.74	648,368.69	463,520.66	487,890.04	535,978.36	488,005.13	
2020	5,378,333	5,615,768.74	(0.52)	482,425.98	401,397.66	398,890.87	476,968.75	422,410.65	154,761.72	820,662.75	494,907.24	464,629.72	520,474.40	441,945.44	536,293.56	
2021	5,593,333	6,187,725.34	10.18	504,793.07	370,090.20	389,887.56	596,963.70	510,380.97	148,174.57	935,626.32	509,241.13	581,897.23	540,337.38	461,781.44	638,551.77	
2022	5,715,769	6,775,812.09	9.50	583,303.14	371,021.69	530,565.79	581,055.46	484,781.15	556,110.56	656,824.67	536,419.86	653,776.19	614,839.88	529,332.04	677,781.66	
2023	5,900,000	7,250,061.70	7.00	540,211.39	535,030.61	518,010.54	587,336.88	552,642.54	569,536.97	740,477.38	532,185.96	721,465.80	595,898.42	622,051.08	735,214.13	
2024	6,526,817	7,658,645.68	5.64	523,359.33	671,681.61	560,936.87	521,925.50	716,780.80	287,271.97	875,526.51	801,243.12	615,917.54	672,847.10	735,394.79	675,760.54	
2025	6,716,495	7,873,213.77	2.80	649,870.29	634,870.82	551,809.16	607,818.80	629,146.18	153,679.34	1,024,211.81	912,502.62	483,509.75	860,935.28	477,781.53	887,078.19	Monthly
				649,870.29	1,284,741.11	1,836,550.27	2,444,369.07	3,073,515.25	3,227,194.59	4,251,406.40	5,163,909.02	5,647,418.77	6,508,354.05	6,986,135.58	7,873,213.77	YTD
						1,148,660.76			0.00			0.00			0.00	Quarter
2026	7,670,995	1,148,660.76	(10.59)	685,909.27	462,751.49	1,148,660.76	1,148,660.76	1,148,660.76	1,148,660.76	1,148,660.76	1,148,660.76	1,148,660.76	1,148,660.76	1,148,660.76	1,148,660.76	Monthly
				685,909.27	1,148,660.76	1,148,660.76	1,148,660.76	1,148,660.76	1,148,660.76	1,148,660.76	1,148,660.76	1,148,660.76	1,148,660.76	1,148,660.76	1,148,660.76	YTD
				5.55%	-10.59%											YTD %

CITY OF MITCHELL																
3RD PENNY SALES TAX																
MONTHLY COLLECTION HISTORY																
YEAR	BUDGET AMOUNT:	TOTAL ACTUAL COLLECTIONS:	ACTUAL % INCREASE:	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	
2012	685,000	697,676.11	6.27	35,495.28	50,249.85	40,223.92	53,342.71	41,471.21	53,061.04	66,511.13	70,424.58	66,513.28	78,163.66	70,292.30	71,927.15	
2013	698,000	691,101.94	(0.94)	39,093.16	45,866.76	46,995.83	46,613.05	43,611.55	54,752.71	59,752.01	73,658.78	87,800.75	58,844.21	66,328.60	67,784.53	
2014	722,000	725,646.21	5.00	40,589.02	55,025.37	39,932.15	52,364.46	50,247.07	39,537.64	84,347.73	60,746.51	80,425.22	79,444.10	76,788.99	66,197.95	
2015	722,000	770,673.56	6.21	40,576.25	59,215.80	54,719.15	45,861.63	61,744.01	38,705.69	88,722.32	81,104.74	84,132.85	72,490.69	70,456.90	72,943.53	
2016	750,000	793,240.17	2.93	41,867.71	51,009.46	52,674.42	63,143.71	49,546.19	44,965.73	86,758.93	77,118.75	86,148.78	89,887.83	68,789.53	81,329.13	
2017	680,000	790,107.66	(0.39)	40,489.65	56,521.74	50,677.06	61,899.68	49,494.55	58,254.78	101,128.39	68,449.71	99,641.56	64,528.02	65,496.74	73,525.78	
2018	820,000	789,559.57	(0.07)	41,017.18	62,200.06	60,841.78	50,561.37	49,355.07	43,471.88	107,048.99	85,942.83	85,336.14	55,490.48	63,417.12	84,876.67	
2019	790,000	833,576.12	5.57	51,576.74	62,859.78	59,877.64	39,434.95	78,468.82	37,515.98	89,755.78	102,353.23	88,685.77	76,541.45	80,242.70	66,263.28	
2020	790,000	755,428.66	(9.37)	59,397.75	56,494.36	56,549.98	60,882.27	40,520.39	22,918.06	96,077.01	74,822.08	75,068.34	83,093.78	57,532.07	72,072.57	
2021	650,000	929,153.77	23.00	55,833.11	50,072.02	52,153.92	82,977.05	65,403.88	31,383.95	141,572.27	88,289.63	115,642.67	86,501.58	70,472.20	88,851.49	
2022	755,000	974,002.42	4.83	69,159.45	43,370.47	71,726.38	88,038.67	65,622.79	79,575.08	101,833.57	86,884.13	111,617.49	86,439.65	81,092.65	88,642.09	
2023	845,000	974,198.96	0.02	58,654.19	75,561.41	64,984.79	70,927.22	60,049.02	79,488.38	103,248.21	77,102.98	125,332.71	81,233.49	85,474.21	92,142.35	
2024	929,195	1,034,854.90	6.23	61,771.89	83,007.31	62,861.51	56,488.20	92,082.15	46,335.69	119,713.09	118,739.00	99,474.20	100,572.32	108,687.09	85,122.45	
2025	975,000	1,128,617.82	9.06	75,709.81	88,295.13	74,534.37	81,432.06	81,373.64	37,737.26	151,556.43	124,195.99	103,561.24	115,350.10	72,761.05	122,110.74	Monthly
				75,709.81	164,004.94	238,539.31	319,971.37	401,345.01	439,082.27	590,638.70	714,834.69	818,395.93	933,746.03	1,006,507.08	1,128,617.82	YTD
						152,440.80			0.00			0.00			0.00	Quarter
2026	1,100,000	152,440.80	(7.05)	79,062.49	73,378.31	152,440.80	152,440.80	152,440.80	152,440.80	152,440.80	152,440.80	152,440.80	152,440.80	152,440.80	152,440.80	Monthly
				79,062.49	152,440.80	152,440.80	152,440.80	152,440.80	152,440.80	152,440.80	152,440.80	152,440.80	152,440.80	152,440.80	152,440.80	YTD
				4.43%	-7.05%											YTD %



TO: Mayor & City Council Members
FROM: Stephanie Ellwein, City Administrator
RE: 2025 Municipal Tax Report

2025 Sales & Entertainment Tax Collections

City Sales & Entertainment Tax Collection Reporting Timelines

There are two different reporting periods used in this report. Sales & Entertainment Tax Collection reports represent payments the City received within a reported timeframe. The City’s sales tax collection reports use the below timelines for when the payments were received from the state. This method is important because it is the format used for budgeting purposes.

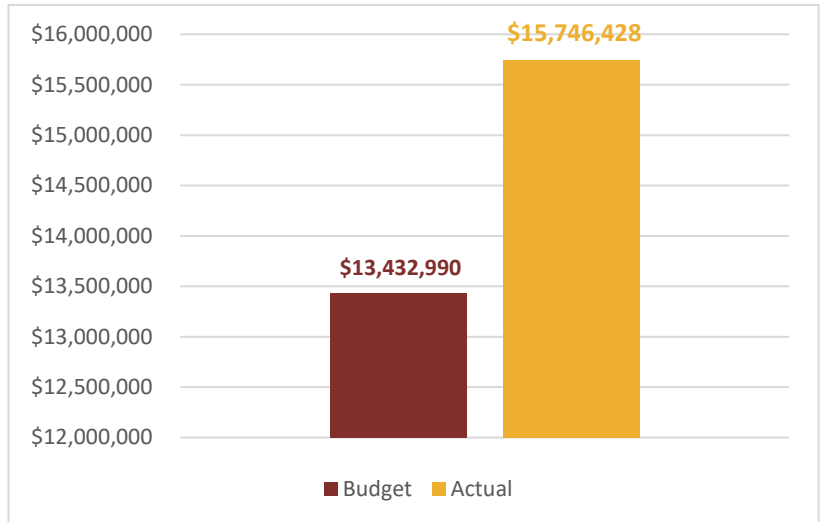
Reporting Month	Start	End
January	January 1	January 20
February	January 21	February 20
March	February 21	March 20
April	March 21	April 20
May	April 20	May 20
June	May 21	June 20
July	June 21	July 20
August	July 21	August 20
September	August 21	September 20d
October	September 21	October 20
November	October 21	November 20
December	November 21	December 31

2025 Sales Tax Budget vs. Actual Collections

In 2025, the City **budgeted \$13,432,990** in Sales Tax collections for the General Fund revenue budget. This was a **2.8% budgeted increase** from the 2024 general fund revenue budget, but still below the 2024 collections.

The City **received \$15,746,528** in Sales Tax which was **\$2,313,428 above** the 2025 budget.

This amount reflects the amounts received by the City for budgeting purposes and doesn't reflect when the sales occurred.





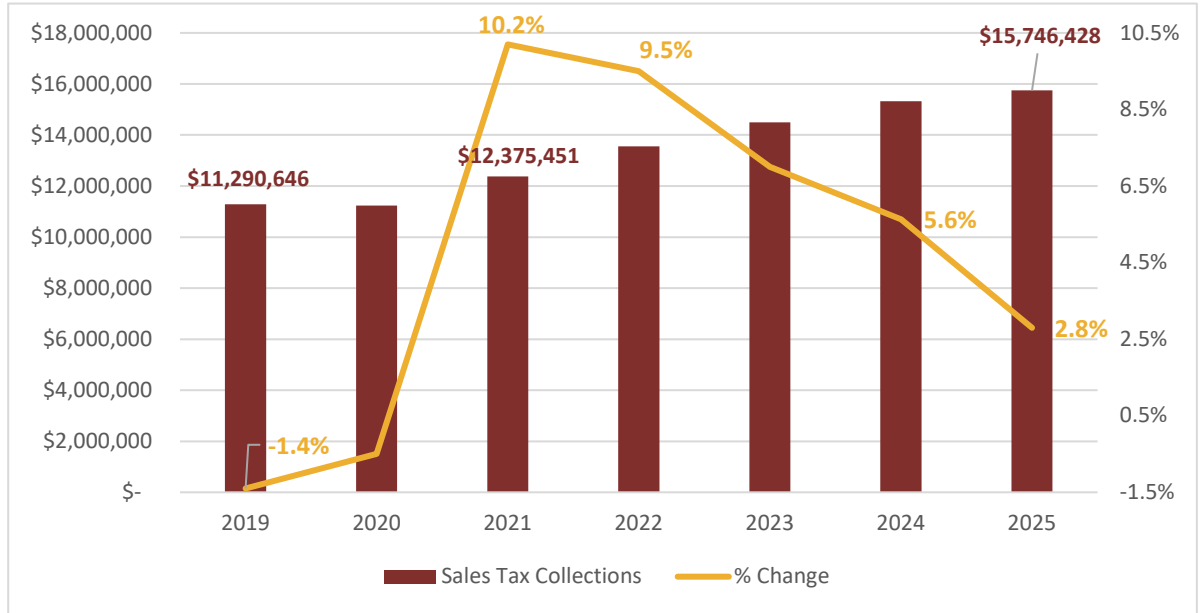
Sales Tax Trends

Sales Tax continues to trend **upward**. Sales tax collections have grown **\$4.45 million since 2019**.

Collections are **35% higher than in 2019**.

The annual change has varied from a low of -1.4% to a high of 10.2%.

The change from **2024 to 2025 was 2.8%**

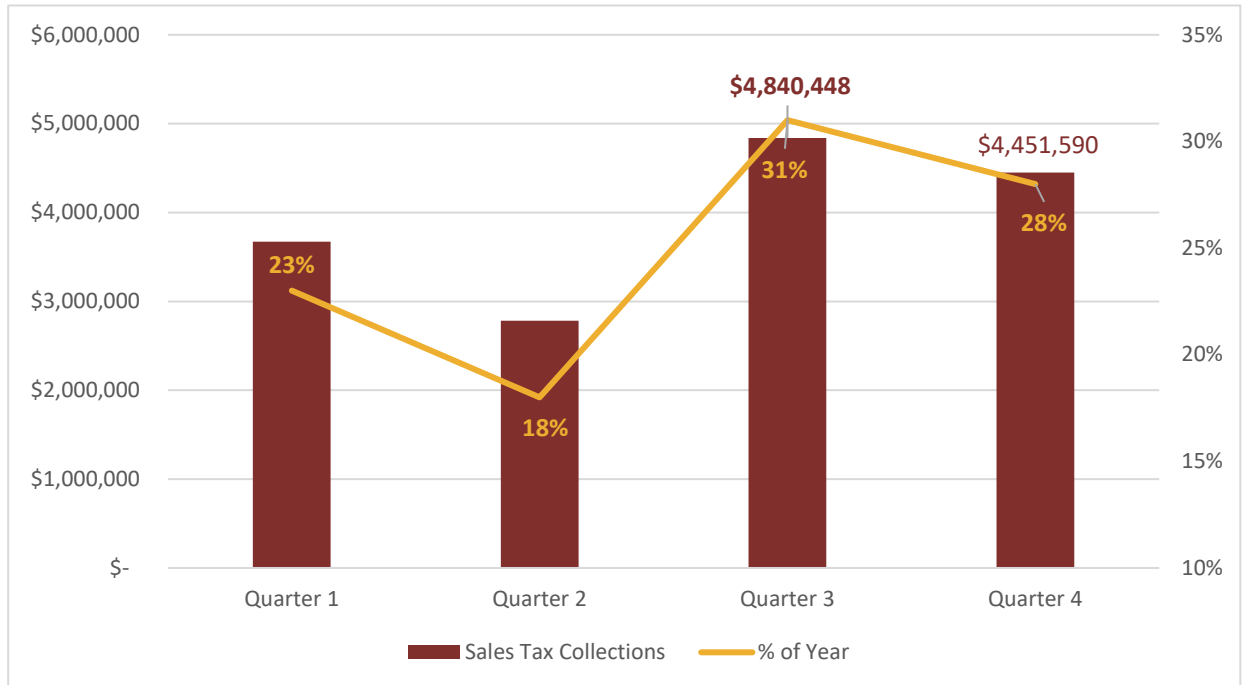


2025 Quarterly Sales Tax Collections

The **highest** sales tax collections occurred in the **third Quarter**.

Third quarter accounted for **31% of the total sales tax** collected in 2025.

Third quarter and fourth quarter combined represent **59% of the total taxes** collected in 2025.



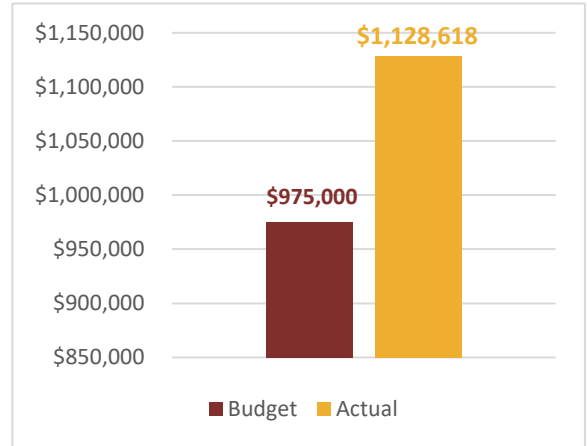


2025 Budget vs. Actual Entertainment Tax Collections

In 2025, the City **budgeted \$975,000** in Entertainment Tax collections for the Entertainment Tax Fund budget. This was a **4.9 % budgeted increase** from the 2024 budget, but still below the 2024 collections.

The City **received \$1,128,618** in Entertainment Tax collections which was **\$154,618 above** the 2025 budget.

This amount reflects the amounts received by the City for budgeting purposes and doesn't reflect when the sales occurred.



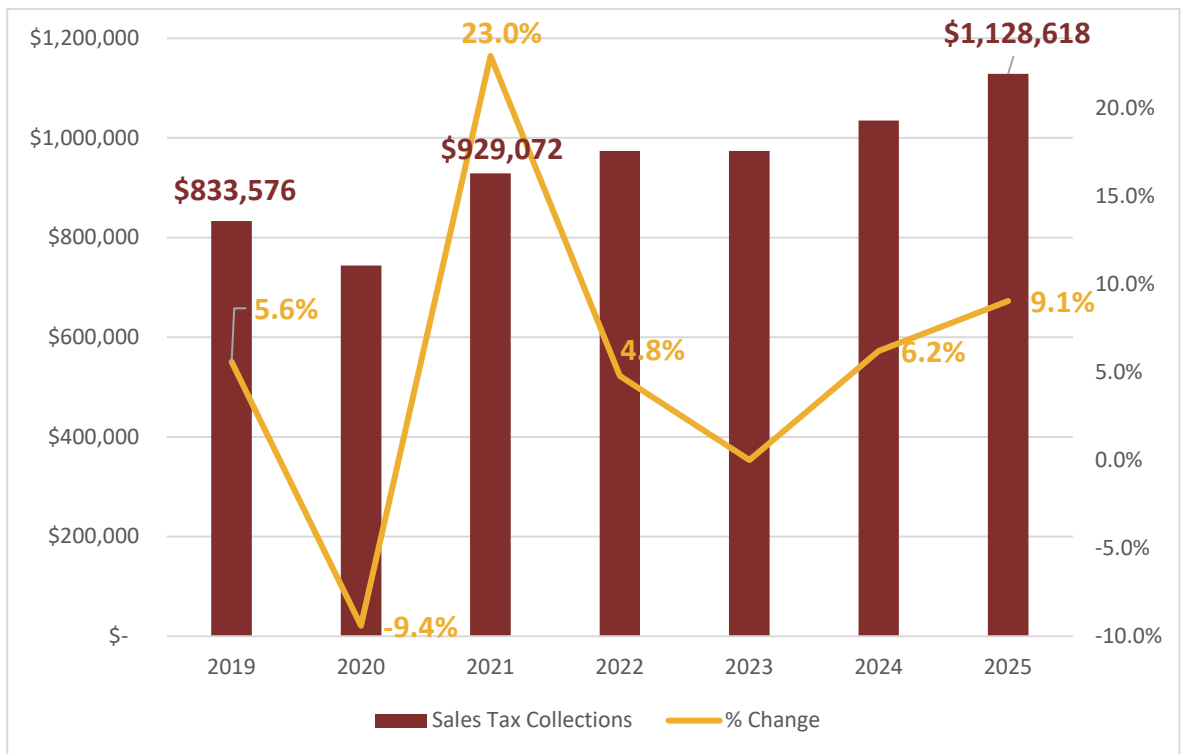
Entertainment Tax Trends

Entertainment Tax continues to trend **upward**. Sales tax collections have grown **\$4.45 million since 2019**.

Collections are **35% higher than in 2019**.

The annual change has varied from a low of -9.4% to a high of 23.0%.

The change from **2024 to 2025 was 34%**



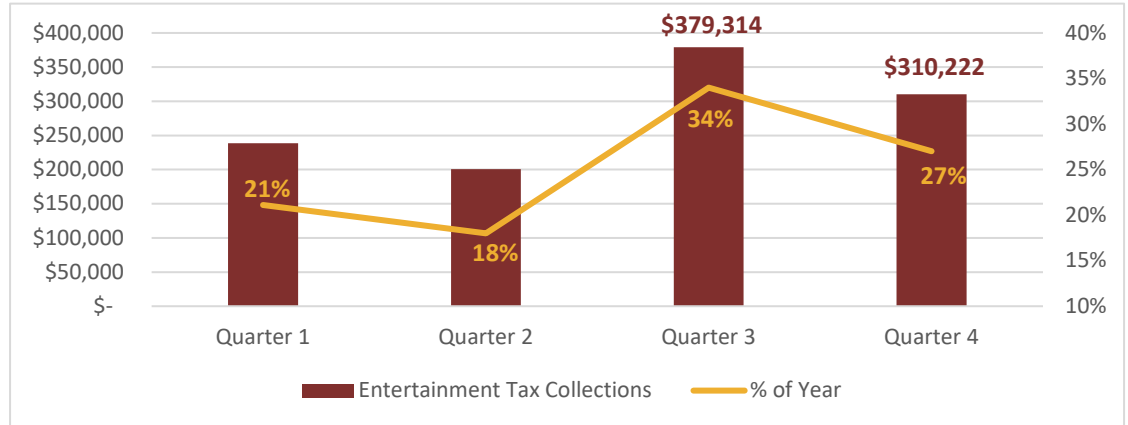


2025 Entertainment Tax Quarterly Collections

The **highest** entertainment tax collections occurred in the **third Quarter**.

Third quarter accounted for **31% of the total entertainment tax** collected in 2025.

Third quarter and fourth quarter combined represent **59% of the total taxes** collected in 2025.



Total Municipal Taxes Due

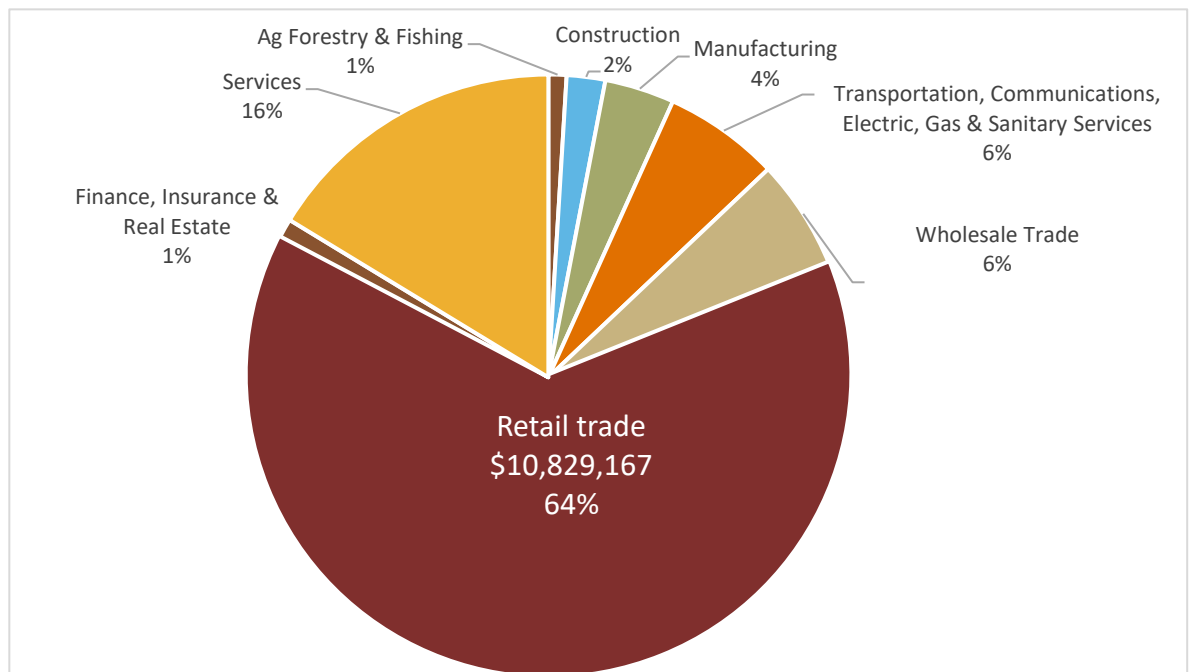
The SD Department of Revenue provides several reports online that track the total taxes due for municipalities. The information below is taken from the online reports found at <https://dor.sd.gov/businesses/taxes/sales-use-tax#reports>.

Total Taxable Sales by Category

This information represents taxes received for taxable sales within different categories.

In 2025, the largest category of taxes received was in **Retail Trade**.

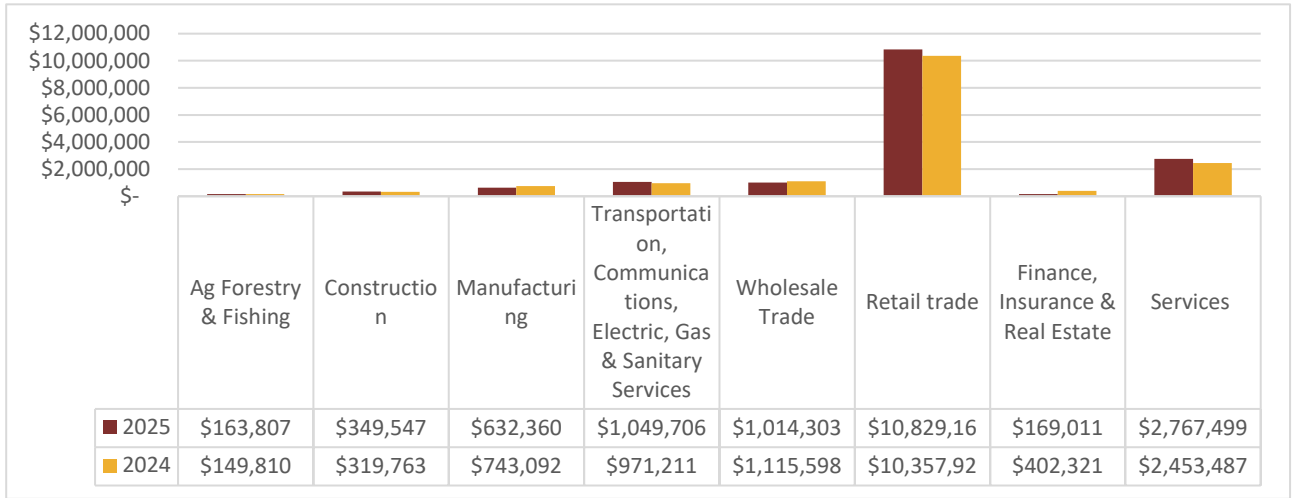
Municipal taxes received in this category totaled **\$10,829,167**.



*For comparison, the City received \$6,743,836 in property taxes for 2025.



This chart shows the changes from 2024 to 2025 in taxable sales, by category.



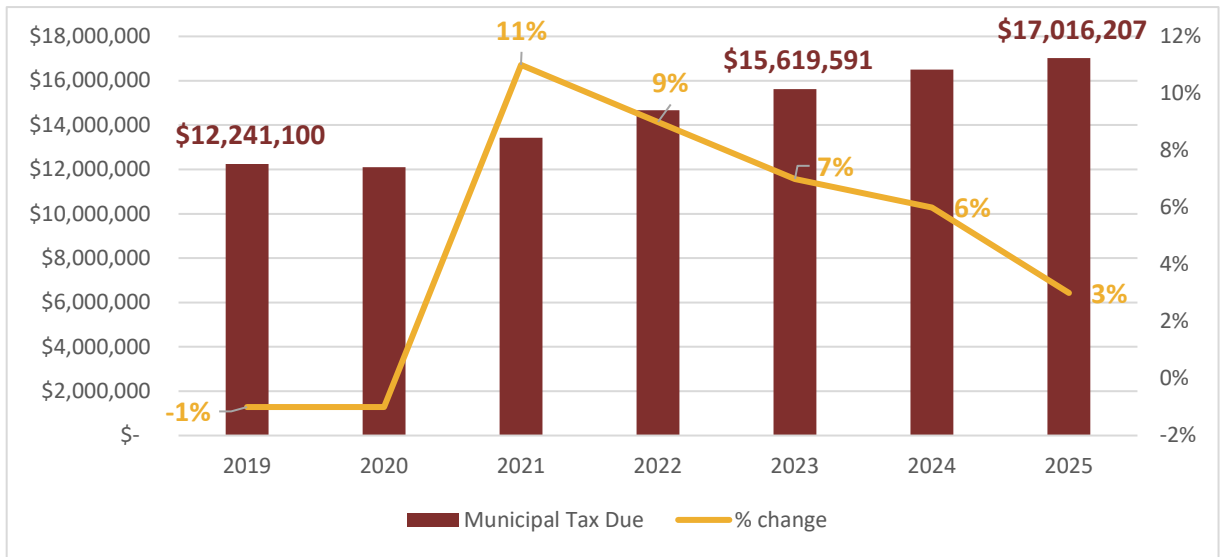
Municipal Tax Due Comparisons

The information below includes the total municipal tax due reported. This includes sales, use, and municipal gross receipts tax paid.

The total municipal tax due has grown each year since 2020.

The % increase of growth is slowly declining since 2021.

In 2021, the total tax due increased 11% from 2020; in 2025, the total tax due increased 3% from 2024.



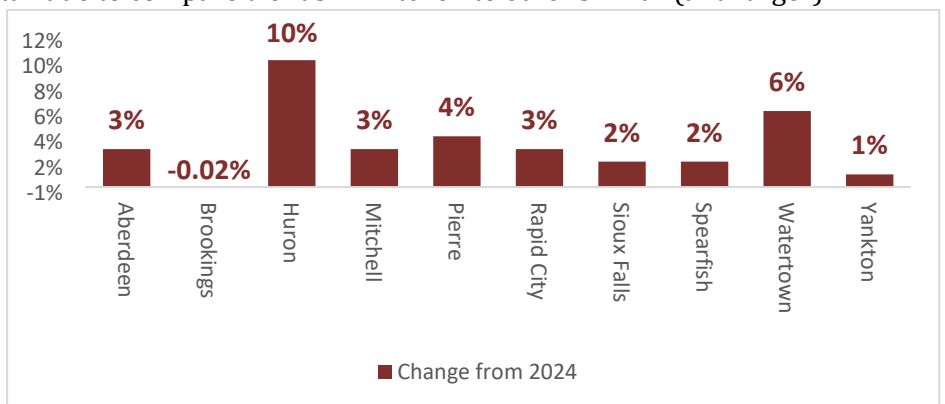
Municipality Comparisons- Municipal Tax Due

We track the annual changes in total municipal tax due to compare trends in Mitchell to other similar (and larger) communities. This chart shows the change comparisons for 2025.

The average change for all municipalities shown was 3%.

The average change for the smaller municipalities on the chart (Huron, Mitchell, Pierre, Spearfish, and Yankton) was 4%.

Mitchell was at the total average, and slightly below the smaller municipality average.



TO: Mayor Jordan Hanson
 City Council Members
From: Stephanie Ellwein, City Administrator
RE: Current Status of City TIFS as of 2/28/2026

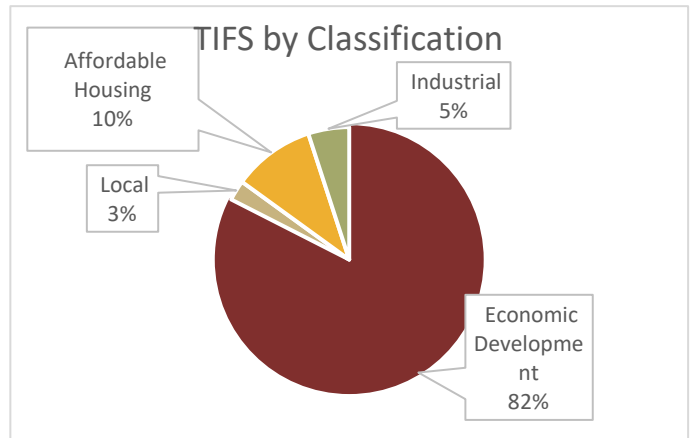
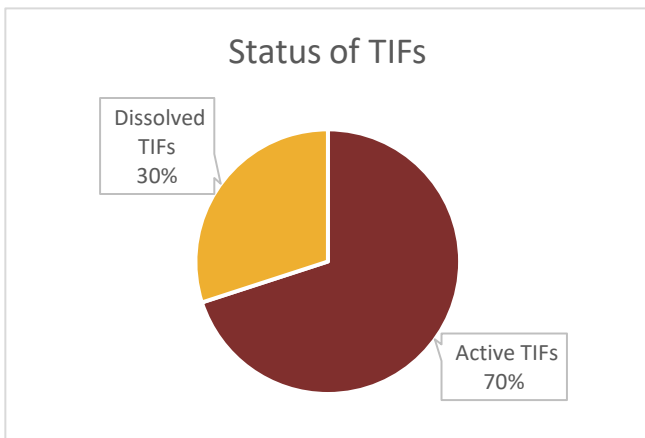
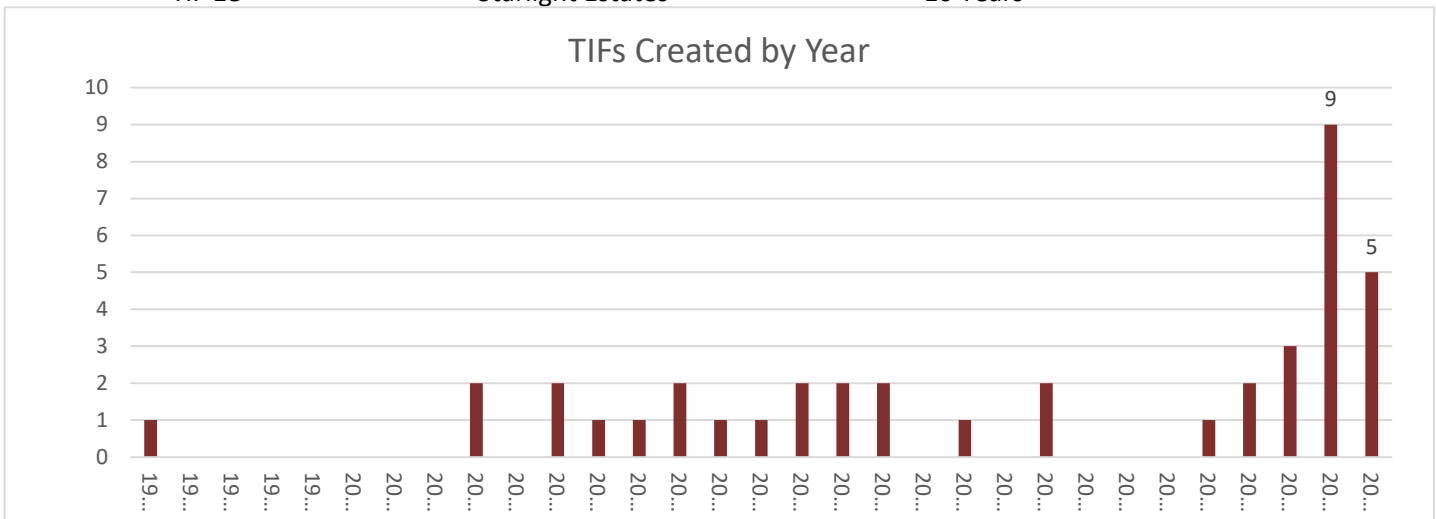


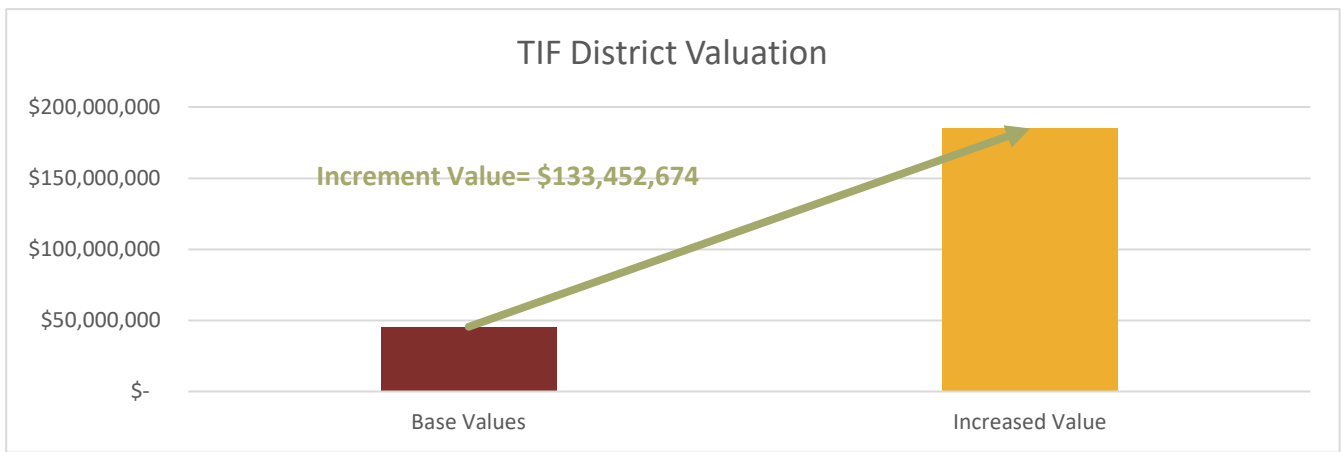
The City of Mitchell has approved 40 Tax increment financing districts from 1995-2025. The total increase to taxable value in the City of Mitchell from these TIFS is over \$133,452,674 (this does not include the increment for TIF 1, 2, or 4 which are not available on the DOR report website). As of December 31, 2025 \$14,392,846 has been provided towards projects that resulted in the increase in assessed value.

Active TIFS Of the total TIFS, 28 are still active in the City of Mitchell

Dissolved TIFS

TIF 1	Westview Addition	16 Years
TIF 2	Patzer Woodworking	10 Years
TIF 4	AKG Midwest	10 Years
TIF 5	Iverson	13 Years
TIF 7	Commerce Street	18 Years
TIF 9	Vantage Point	19 Years
TIF 10	MADC Business Park	11 Years
TIF 11	Hunt Fabrication	13 Years
TIF 15	ProBuild	10 Years
TIF 16	Innovative Systems	14 Years
TIF 17	Woods Addition	9 Years
TIF 18	Starlight Estates	10 Years





Overlapping TIF Districts

The City has one remaining overlapping TIF districts. The developer's agreement on this overlap is that the "new increment" on the new construction goes toward TIF 23.



Estimated Job Creation Since 2017: 295

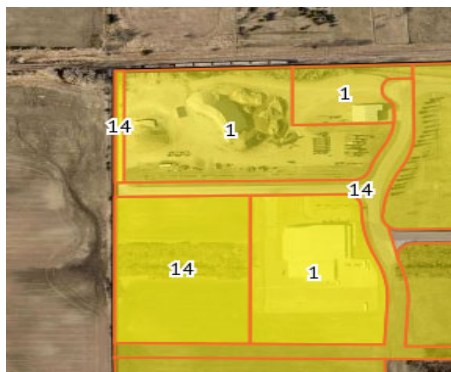
Current Active TIFS (as of 12/01/2025)

TIF 8: Highland Conference Center



Established:	2006
Maturity Date:	2026
Classification:	Economic Dev.
Developer:	
Approved in TIF:	\$ 2,150,000
Total Paid (P&I):	\$ 3,358,225
Base Value:	\$ 5,846,499
Current Value:	\$ 16,908,629
Current Increment:	\$ 11,062,130

TIF 14: Pepsi/Wispak



Established:	2010
Maturity Date:	2030
Classification:	industrial
Developer:	MADC
Approved in TIF:	\$ 623,000
Total Paid (P&I):	\$ 682,555
Base Value:	\$ 36,866
Current Value:	\$ 3,963,158
Current Increment:	\$ 3,926,292

TIF 19: Antach, Mitchell Housing



Established: 2013
Maturity Date: 2033
Classification: Economic Dev.

Developer: Mitchell Townhomes LLC
Approved in TIF: \$ 243,526
Total Paid (P&I): \$ 235,960
Base Value: \$ 13,022
Current Value: \$ 1,885,207
Current Increment: \$ 1,872,185

TIF 20: Morris



Established: 2013
Maturity Date: 2033
Classification: Economic Dev.

Developer: Morris Inc.
Approved in TIF: \$ 200,000
Total Paid (P&I): \$ 172,910
Base Value: \$ 147,941
Current Value: \$ 1,412,238
Current Increment: \$ 1,264,297

TIF 21: Hohn Enterprises



Established: 2015
Maturity Date: 2035
Classification: Economic Dev.

Developer: Hohn Enterprises LLC
Approved in TIF: \$ 320,000
Total Paid (P&I): \$ 136,938
Base Value: \$ 137,537
Current Value: \$ 1,393,196
Current Increment: \$ 1,255,659

TIF 23: Vantage Point



Established: 2017
Maturity Date: 2037
Classification: Economic Dev.

Developer: MADC
Estimated Jobs: 40
Approved in TIF: \$ 655,000
Total Paid (P&I): \$ 149,631
Base Value: \$ 2,953,202
Current Value: \$ 4,848,686
Current Increment: \$ 1,895,484

TIF 24: Performance Pet



Established:	2017
Maturity Date:	2037
Classification:	Economic Dev.
Developer:	MADC
Estimated Jobs:	30
Approved in TIF:	\$ 2,600,000
Total Paid (P&I):	\$ 2,202,741
Base Value:	\$ 596,707
Current Value:	\$ 14,372,957
Current Increment:	\$ 13,776,250

TIF 26: Western Building on Main



Established:	2021
Maturity Date:	2041
Classification:	Economic Dev.
Developer:	MADC
Estimated Jobs:	25
Approved in TIF:	\$ 1,200,000
Certification:	completed- \$1,250,680
Total Paid (P&I):	\$ 25,631
Base Value:	\$ -
Current Value:	\$ 718,462
Current Increment:	\$ 718,462

TIF 27: Fiala Housing



Established:	2022
Maturity Date:	2042
Classification:	Affordable Housing Groeneweg Construction
Developer:	LLC
Estimated Jobs:	0
Approved in TIF:	\$ 627,889
Certification:	completed \$912,880
Total Paid (P&I):	\$ 47,754
Base Value:	\$ 976,615
Current Value:	\$ 4,068,903
Current Increment:	\$ 3,092,288

TIF 28: Flats on Havens



Established:	2022
Maturity Date:	2042
Classification:	Affordable Housing
Developer:	Flats on Havens LLC
Estimated Jobs:	20
Approved in TIF:	\$ 1,495,142
Certification:	completed \$1,531,247
Total Paid (P&I):	\$ 10,937
Base Value:	\$ 2,064,383
Current Value:	\$ 9,365,762
Current Increment:	\$ 7,301,379

TIF 29: Woolworth Building



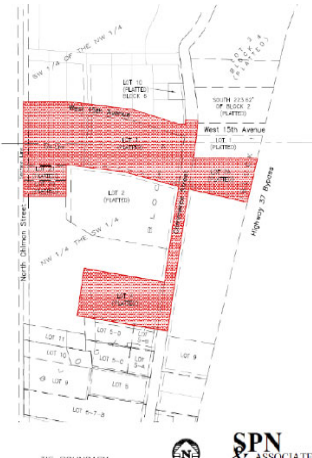
Established:	2023
Maturity Date:	2043
Classification:	Economic Dev.
Developer:	John Adamo
Estimated Jobs:	0
Approved in TIF:	\$ 527,257
Certification:	completed \$804,869
Total Paid (P&I):	\$ 3,452
Base Value:	\$ 378,848
Current Value:	\$ 378,848
Current Increment:	\$ -

TIF 30: Sharpstone Development



Established:	2023
Maturity Date:	2043
Classification:	Affordable Housing
Developer:	Sharpstone Deuce LLC
Estimated Jobs:	1
Approved in TIF:	\$ 1,002,469
Certification:	due before 2028
Total Paid (P&I):	\$ -
Base Value:	\$ 54,165
Current Value:	\$ 930,374
Current Increment:	\$ 876,209

TIF 31: 15th Street



Established:	2023
Maturity Date:	2043
Classification:	Economic Dev.
Developer:	MADC
Estimated Jobs:	20
Approved in TIF:	\$ 1,094,708
Certification:	\$ 984,650
Total Paid (P&I):	\$ 8,292
Base Value:	\$ 595,369
Current Value:	\$ 1,498,181
Current Increment:	\$ 902,812

TIF 32: Khromer Properties



Established:	2024
Maturity Date:	2044
Classification:	Economic Dev.
Developer:	Krohmer Properties LLC
Estimated Jobs:	25
Approved in TIF:	\$ 527,250
Certification:	due before 2029
Total Paid (P&I):	\$ -
Base Value:	\$ 1,516,588
Current Value:	\$ 4,205,371
Current Increment:	\$ 2,688,783

TIF 33: Iverson Powersports



Established:	2024
Maturity Date:	2044
Classification:	Economic Dev.
Developer:	Austen LLC
Estimated Jobs:	20
Approved in TIF:	\$ 750,150
Certification:	Completed- \$788,017
Total Paid (P&I):	\$ -
Base Value:	\$ 797,621
Current Value:	\$ 2,182,169
Current Increment:	\$ 1,384,548

TIF 34: Iverson ABRA



Established:	2024
Maturity Date:	2044
Classification:	Economic Dev.
Developer:	Austen LLC
Estimated Jobs:	12
Approved in TIF:	\$ 946,767
Certification:	Completed- \$1,182,725
Total Paid (P&I):	\$ -
Base Value:	\$ 1,210,676
Current Value:	\$ 1,852,908
Current Increment:	\$ 642,232

TIF35: Copper Flats



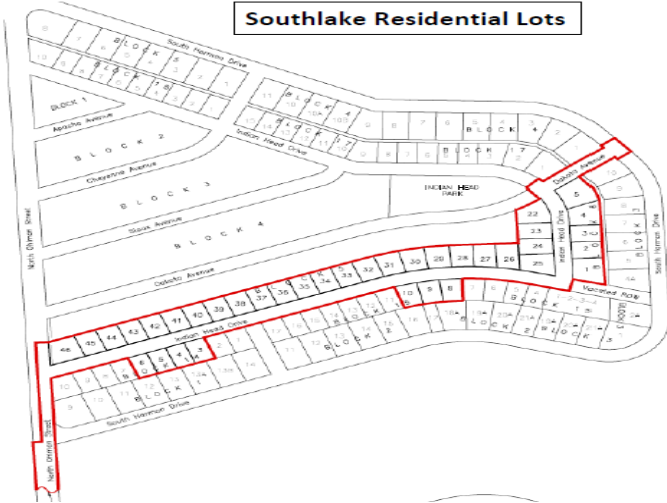
Established:	2024
Maturity Date:	2044
Classification:	Affordable Housing
Developer:	Copper Flats LLC
Estimated Jobs:	1
Approved in TIF:	\$ 675,846
Certification:	Completed- \$865,433
Total Paid (P&I):	\$ -
Base Value:	\$ 129,191
Current Value:	\$ 1,162,634
Current Increment:	\$ 1,033,443

TIF 36: South Lake & Rideview on Foster

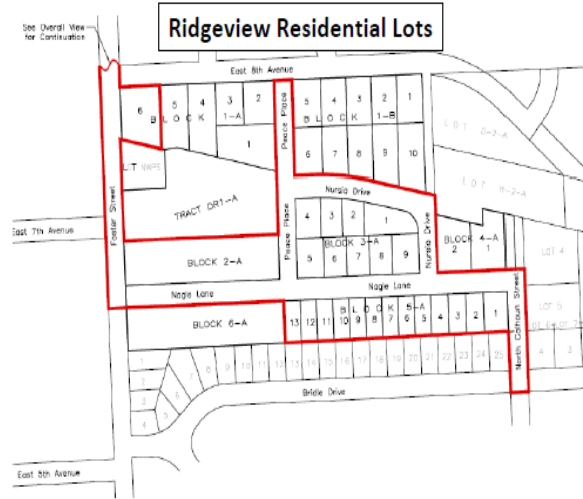


Established:	2024
Maturity Date:	2044
Classification:	Economic Dev.
Developer:	MAHI
Estimated Jobs:	1
Approved in TIF:	\$ 5,509,900
Certification:	\$ 2,237,206
Total Paid (P&I):	\$ -
Base Value:	\$ 215,468
Current Value:	\$ 1,018,645
Current Increment:	\$ 803,177

Southlake Residential Lots



Ridgeview Residential Lots

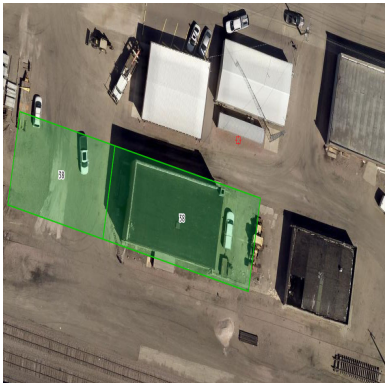


TIF37: Interstate Glass



Established:	2024
Maturity Date:	2044
Classification:	Economic Dev.
	JT Carpenter Properties
Developer:	LLC
Estimated Jobs:	3
Approved in TIF:	\$ 519,347
Certification:	completed \$734,844
Total Paid (P&I):	\$ -
Base Value:	\$ 77,216
Current Value:	\$ 134,929
Current Increment:	\$ 57,713

TIF38: Palace City Brewery



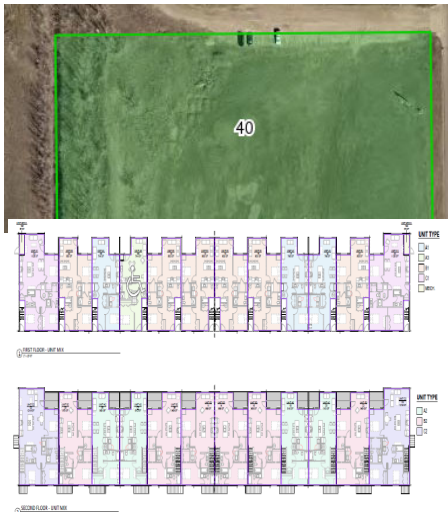
Established:	2024
Maturity Date:	2044
Classification:	Economic Dev.
Developer:	Palace Brewing LLC
Estimated Jobs:	5
Approved in TIF:	\$ 500,000
Certification:	completed \$1,301,220
Total Paid (P&I):	\$ -
Base Value:	\$ 90,645
Current Value:	\$ 536,076
Current Increment:	\$ 445,431

TIF39: Mad Garage



Established:	2024
Maturity Date:	2044
Classification:	Economic Dev.
Developer:	Mad Garage LLC
Estimated Jobs:	5
Approved in TIF:	\$ 330,206
Certification:	due before 2029
Total Paid (P&I):	\$ -
Base Value:	\$ 202,969
Current Value:	\$ 347,946
Current Increment:	\$ 144,977

TIF 40: Golden Prairie Apartments



Established:	2024
Maturity Date:	2044
Classification:	Economic Dev. Golden Prairie Apartments LLC
Developer:	
Estimated Jobs:	1
Approved in TIF:	\$ 1,610,000
Certification:	Completed- \$1,630,647
Total Paid (P&I):	\$ -
Base Value:	\$ 170,177
Current Value:	\$ 354,974
Current Increment:	\$ 184,797

TIF 41: Woods Apartments



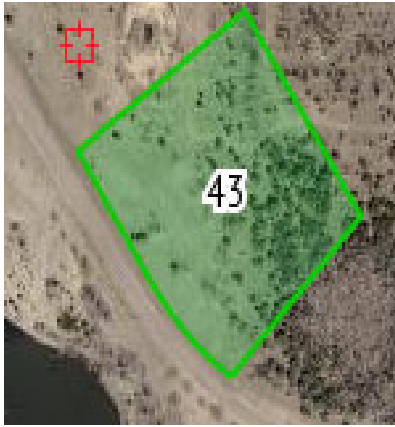
Established:	2025
Maturity Date:	2045
Classification:	Economic Dev.
Developer:	Paul Groeneweg LLC
Estimated Jobs:	1
Approved in TIF:	\$ 4,301,866
Certification:	Completed- \$2,245,577
Total Paid (P&I):	\$ -
Base Value:	\$ 358,465
Current Value:	\$ 358,365
Current Increment:	\$ (100)

TIF 42: Dale's A-1



Established:	2025
Maturity Date:	2045
Classification:	Economic Dev.
Developer:	Long Brothers LLC
Estimated Jobs:	10
Approved in TIF:	\$ 340,105
Certification:	due before 2030
Total Paid (P&I):	\$ -
Base Value:	\$ 353,950
Current Value:	\$ 353,950
Current Increment:	\$ -

TIF43: Peaceful Pines at the Lake



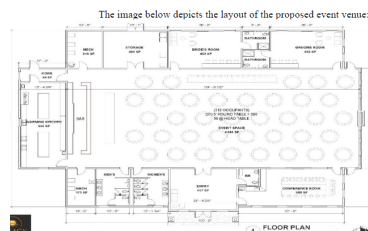
Established:	2025
Maturity Date:	2045
Classification:	Economic Dev.
Developer:	PPSL Mitchell, LLC
Estimated Jobs:	30
Approved in TIF:	\$ 2,893,558
Certification:	due before 2030
Total Paid (P&I):	\$ -
Base Value:	\$ 25,675
Current Value:	\$ 25,675
Current Increment:	\$ -

TIF 44: Chef Louie's



Established:	2025
Maturity Date:	2045
Classification:	Economic Dev.
Developer:	Commerce Marketing Group II LLC
Estimated Jobs:	25
Approved in TIF:	\$ 2,921,326
Certification:	due before 2030
Total Paid (P&I):	\$ -
Base Value:	\$ 14,204
Current Value:	\$ 14,204
Current Increment:	\$ -

TIF 45: Mitchell Event Center



Established:	2025
Maturity Date:	2045
Classification:	Economic Dev.
Developer:	JTZ Properties LLC
Estimated Jobs:	20
Approved in TIF:	\$ 1,187,464
Certification:	due before 2030
Total Paid (P&I):	\$ -
Base Value:	\$ 82,087
Current Value:	\$ 82,087
Current Increment:	\$ -

Date: February Building Permits
 To: Mayor & City Council
 Re: February Building Permits



Permit #	Name	Address	Building	Contractor	Cost	Fee	Category
1	15582 PSG Proerties LLC.	Legacy Ct.	Spec. Bldg.	Legacy Bldg.	\$ 96,000.00	\$ 622.00	New Commercial
2	15583 PSG Proerties LLC.	Legacy Ct.	Spec. Bldg.	Legacy Bldg.	\$ 96,000.00	\$ 622.00	New Commercial
3	15584 PSG Proerties LLC.	Legacy Ct.	Spec. Bldg.	Legacy Bldg.	\$ 96,000.00	\$ 622.00	New Commercial
4	15585 PSG Proerties LLC.	Legacy Ct.	Spec. Bldg.	Legacy Bldg.	\$ 96,000.00	\$ 622.00	New Commercial
5	15586 Waune Klinger	803 W. Pine St.	Patio addn.	MLC	\$ 17,280.00	\$ 123.00	Residential Additions
6	15587 Pat Geraets	1821 Charles Ave.	New Home	Custom Touch Homes	\$ 189,100.00	\$ 655.00	New Residential
7	15588 Maurice Hartman	1301 Roland Lane	Attached Garage	Owner	\$ 24,712.00	\$ 175.00	Garages/Sheds
8	15589 Dereck Krogman	621 E. 3rd. Ave.	Home Addn.	Owner	\$ 38,400.00	\$ 233.00	Residential Additions
9	15590 PSG Proerties LLC.	Legacy Ct.	Spec. Bldg.	Legacy Bldg.	\$ 96,000.00	\$ 622.00	New Commercial
10	15591 PSG Proerties LLC.	Legacy Ct.	Spec. Bldg.	Legacy Bldg.	\$ 96,000.00	\$ 622.00	New Commercial
11	15592 PSG Proerties LLC.	Legacy Ct.	Spec. Bldg.	Legacy Bldg.	\$ 96,000.00	\$ 622.00	New Commercial
12	15593 PSG Proerties LLC.	Legacy Ct.	Spec. Bldg.	Legacy Bldg.	\$ 96,000.00	\$ 622.00	New Commercial
13	15594 Custom Touch Homes	2000\2002 Quiett Lane	New Duplex	Custom Touch Homes	\$ 351,840.00	\$ 1,066.00	New Residential
14	15595 PSG Proerties LLC.	Legacy Ct.	Spec. Bldg.	Legacy Bldg.	\$ 96,000.00	\$ 622.00	New Commercial
15	15596 PSG Proerties LLC.	Legacy Ct.	Spec. Bldg.	Legacy Bldg.	\$ 96,000.00	\$ 622.00	New Commercial
16							
17							
18							
19							
20							
21							
22							
23							
24							
25							
26							
27							
28							
29							
30							
31							
32							
Total					\$ 1,581,332.00	\$ 8,472.00	

Sincerely,
 John D. Hegg

Building Official

**MITCHELL POLICE DEPARTMENT
ACTIVITY REPORT FOR FEBRUARY 2026**

FEB 2025	FEB 2026	YEAR TO DATE 2026
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CALLS			
Calls for Service (6 Counties)	609	615	1,404
Calls for Service (City of Mitchell)	710	673	1,313
Case Reports Written (City Mitchell)	154	150	316
TOTAL CALLS ANSWERED	1473	1438	3,033

TRAFFIC STOPS PERFORMED			
Mitchell Police	261	325	626
All other counties	739	656	1,176
TOTAL TRAFFIC STOPS	1000	981	1,802

ACCIDENTS			
TOTAL ACCIDENTS REPORTED	24	7	27

TICKETS ISSUED	104	128	247
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WARNING TICKETS ISSUED	209	234	476
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PARKING TICKETS ISSUED	129	18	27
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**Dean Knippling
Chief of Police**

Mitchell Fire Rescue Monthly reports for 2026

Amb Call Activity	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Total
Total amb calls	205	162											367
Amb. Transfers Out of Town	4	5											9
													376
Fire Call Activity	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Total
Total fire calls	20	50											70
City fire calls	17	48											65
County fire calls	3	2											5
EMS assist calls	33	39											72
Total Responses	53	50											212
Fire Preven. Activity	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Total
Fire Inspections	10	2											12
Consultations/Plans	50	20											70
Public Education	2	0											2
Fire Investigations	0	0											0
Total Activity	62	22											84
Dept. Other Activity	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Total
Total Activities	11	19											30
Dept. tours	0	2											2
Public Education	0	4											4
Total Activity	11	19											36
Total CFS/Activity													Total
													699

February 2026 monthly Code Enforcement report:

-As of 03/10/26 Code Enforcement is currently monitoring 10 properties in the City of Mitchell in which Order to Correct letters have been served.

-Abatement was completed at 307 E. 5th and 909 E. Ash on 02/17/26.

-No properties had snow removed during the month of January.

-18 properties were warned during the month of February for various minor violations.

Sincerely,



Ryan Erickson | Department of Public Safety
City of Mitchell
201 W. 1st Street, Mitchell. SD 57301
605-995-8400
Ryan.Erickson@cityofmitchellsd.gov

CITY OF MITCHELL

Monthly - Chemical Inventory at the Water Treatment Plant

Date: 3/1/26

Coagulant – (AF-1102) 0 Gallons

Lime 159,104 lbs. or 79.552 Ton's

Fluoride 720 Gallon's

Sodium Chlorite – (PHI-3125) 80 Gallon's

Polymer-(PHI-2386) 0 Gallon's
(AF-84500) 0 Gallon's

Activated Carbon 6,650 lbs. or 3.325 Ton's

Chlorine 382.6 lbs. or 0.191 Ton

Poly-phosphate 361 Gallons

Carbon Dioxide 0 Lbs. or 0 Ton's

Ammonia 250.8 lbs. or 0.125 Ton's

CITY OF MITCHELL

MONTHLY WATER TREATMENT CHEMICAL CONSUMPTION REPORT MONTH / YEAR—February, 2026----- Jon Vermeulen – Utilities Superintendent

Chlorine = 0# or 0.0- TON'S X \$1.45/LB. = \$0.00
Poly Phosphate = 62.46 Gallons X \$11.51 Gallons = \$718.92
Ammonia = 0# or 0.0- TON'S X \$2.17 /LB. = \$0.00

TOTAL = \$718.92

B-Y- Water (INFLUENT) 36.526 MG----- or 1.304 MGD-----or----- PEAK DAY 1.977 MG

Chemical cost = 718.92 = \$19.68 per MG or 0.0015 cents per Unit (750 GALLONS).

CHEMICAL FEED RATES IN Mg/L

Chlorine = 0 Mg/L -- 0 lbs. / 11.75 lbs. per Gallon / Raw Water
Poly Phosphate = 1.50 Mg/L-- 62.46 gal. / 10.5 lbs. per Gallon / Raw Water
Ammonia = 0 Mg/L -- 0 lbs. / 5.15 lbs. per Gallon / Raw Water

<u>Date</u>	<u>Source</u>	<u>Site</u>	<u>Chlorine PPM</u> 0.5PPM-4.00PPM	<u>Bacteria</u>
2/10/2026	Water Plant	#1	2.85	Absent
2/10/2026	Avera Queen of Peace	#3	2.78	Absent
2/10/2026	East Cuby's Store	#4	2.45	Absent
2/10/2026	J-Mart Sinclair	#5	2.64	Absent
2/10/2026	Arnies	#8	2.88	Absent
2/10/2026	Culvers	#10	2.55	Absent
2/10/2026	City Library	#12	2.74	Absent
2/10/2026	City Park Dept	#13	2.87	Absent
2/18/2026	Fire Dept	#2	2.70	Absent
2/18/2026	Dakota Medical Specialis	#6	2.72	Absent
2/18/2026	Wesley Acers	#9	2.35	Absent
2/18/2026	Moose Lodge	#11	2.85	Absent
2/18/2026	Casey's	#14	2.79	Absent
2/18/2026	City Hall	#15	2.69	Absent
2/18/2026	Mitchell Tech Inst	#16	2.76	Absent
Average			2.71	Absent

2025 - WATER CONSUMPTION

DATE	B-Y Rual Water Influent				
2/1/2026	1.058				
2/2/2026	1.387				
2/3/2026	1.592				
2/4/2026	1.119				
2/5/2026	1.132				
2/6/2026	1.977				
2/7/2026	1.102				
2/8/2026	1.043				
2/9/2026	1.839				
2/10/2026	1.188				
2/11/2026	1.285				
2/12/2026	1.790				
2/13/2026	1.296				
2/14/2026	1.118				
2/15/2026	1.597				
2/16/2026	1.059				
2/17/2026	1.182				
2/18/2026	1.085				
2/19/2026	1.798				
2/20/2026	1.011				
2/21/2026	1.025				
2/22/2026	1.582				
2/23/2026	1.094				
2/24/2026	1.073				
2/25/2026	1.073				
2/26/2026	1.770				
2/27/2026	1.134				
2/28/2026	1.115				
TOTALS	36.526				

MONTHLY -- B-Y WATER- GALLON AND CHEMICAL USAGE REPORT

MONTH --- February YEAR - 2026

Influent ----- 36.526-- Million Gallon's

Chemical costs for B-Y Water:

Chlorine usage ----- 0 lbs. @ \$1.45 per lb. = \$0.00

Ammonia usage ----- 0 lbs. @ \$2.17 per lb. = \$0.00

Poly -phosphate----- 62.46 gall. @ \$11.51 per gall. = \$718.92

Total = \$718.92

Cost per Unit (750 gallon) = \$0.015

Cost per 1,000 gallons of water = \$0.020

B-Y WATER DISTRICT
 31039 428th AVENUE PO BOX 248
 TABOR SD 57063

JV

Phone (605) 463-2531 Toll Free (800) 286-3654
 E-mail msmudder@hcinet.net or srwoods@hcinet.net

Office Hours:
 Monday-Friday 8:00 A.M. to 4:30 P.M.

CITY OF MITCHELL
 612 N. MAIN STREET
 MITCHELL SD 57301

B-Y WATER
602-43330-42850

Service Address

Acct # 06771 Date Printed MAR 2 26

Monthly Billing Statement

Date Read	Present Reading	Previous Reading	Total Gallons Used	Water Charge	Non Water Charge	Amount
MAR 1 26	748,530,000	711,646,000	36,884,000	60,489.76		60,489.76
						0.00

Balance Due Upon Receipt \$ 60,489.76

If not paid by the 20th of the month, we will apply a \$25.00 late fee to your bill.

B-Y Water District is an Equal Opportunity Employer and Provider
PLEASE RETURN BOTTOM PORTION WITH YOUR PAYMENT

CITY OF MITCHELL
 612 N. MAIN STREET
 MITCHELL SD 57301



MAR 2 26

CUST ACCT # 06771

Date Read	Present Reading	Previous Reading	Total Gallons Used	Water Charge	Non Water Charge	Amount
MAR 1 26	748,530,000	711,646,000	36,884,000	60,489.76		60,489.76
						0.00

Service Address

Balance Due Upon Receipt \$ 60,489.76

Remit to:

B-Y WATER DISTRICT
P O BOX 248
TABOR SD 57063

TOTAL PAYMENT



City of Mitchell Water Rate Charged

3/2/2026

	Base Rate (1,000 Gallons)	Added Rate (1,000 Gallons)	Combined Rate (1,000 Gallons)
Use below 2.65 MGD =	\$1.64	\$0.00	\$1.64
Use between 2.65 MGD to 2.90 MGD =	\$1.64	\$1.00	\$2.64
Use between 2.90 MGD to 3.15 MGD =	\$1.64	\$1.50	\$3.14
All use over 3.15 MGD =	\$1.64	\$2.00	\$3.64

Month: 2 Year: 2026 Billing Month: 3

Day of Month	24 Hour Use(Kgal)	Use Above 2.65 MGD	Base Rate Use	Base Rate Cost	2.65 - 2.9 MGD Usage	2.65 - 2.9 MGD Added Cost	2.9 - 3.15 MGD Usage	2.9 - 3.15 MGD Added Cost	All Use Over 3.15 MGD	All Use Over 3.15 MGD Cost	Total Daily Cost
1	1,188,000	0	1,188,000	\$1,948.32	0	\$0.00	0	\$0.00	0	\$0.00	\$1,948.32
2	1,791,000	0	1,791,000	\$2,937.24	0	\$0.00	0	\$0.00	0	\$0.00	\$2,937.24
3	1,089,000	0	1,089,000	\$1,785.96	0	\$0.00	0	\$0.00	0	\$0.00	\$1,785.96
4	1,089,000	0	1,089,000	\$1,785.96	0	\$0.00	0	\$0.00	0	\$0.00	\$1,785.96
5	1,770,000	0	1,770,000	\$2,902.80	0	\$0.00	0	\$0.00	0	\$0.00	\$2,902.80
6	1,148,000	0	1,148,000	\$1,882.72	0	\$0.00	0	\$0.00	0	\$0.00	\$1,882.72
7	1,148,000	0	1,148,000	\$1,882.72	0	\$0.00	0	\$0.00	0	\$0.00	\$1,882.72
8	1,795,000	0	1,795,000	\$2,943.80	0	\$0.00	0	\$0.00	0	\$0.00	\$2,943.80
9	1,120,000	0	1,120,000	\$1,836.80	0	\$0.00	0	\$0.00	0	\$0.00	\$1,836.80
10	1,113,000	0	1,113,000	\$1,825.32	0	\$0.00	0	\$0.00	0	\$0.00	\$1,825.32
11	1,478,000	0	1,478,000	\$2,423.92	0	\$0.00	0	\$0.00	0	\$0.00	\$2,423.92
12	1,319,000	0	1,319,000	\$2,163.16	0	\$0.00	0	\$0.00	0	\$0.00	\$2,163.16
13	1,062,000	0	1,062,000	\$1,741.68	0	\$0.00	0	\$0.00	0	\$0.00	\$1,741.68
14	1,537,000	0	1,537,000	\$2,520.68	0	\$0.00	0	\$0.00	0	\$0.00	\$2,520.68
15	1,793,000	0	1,793,000	\$2,940.52	0	\$0.00	0	\$0.00	0	\$0.00	\$2,940.52
16	1,291,000	0	1,291,000	\$2,117.24	0	\$0.00	0	\$0.00	0	\$0.00	\$2,117.24
17	1,099,000	0	1,099,000	\$1,802.36	0	\$0.00	0	\$0.00	0	\$0.00	\$1,802.36
18	1,647,000	0	1,647,000	\$2,701.08	0	\$0.00	0	\$0.00	0	\$0.00	\$2,701.08
19	901,000	0	901,000	\$1,477.64	0	\$0.00	0	\$0.00	0	\$0.00	\$1,477.64
20	1,292,000	0	1,292,000	\$2,118.88	0	\$0.00	0	\$0.00	0	\$0.00	\$2,118.88
21	1,083,000	0	1,083,000	\$1,776.12	0	\$0.00	0	\$0.00	0	\$0.00	\$1,776.12
22	1,607,000	0	1,607,000	\$2,635.48	0	\$0.00	0	\$0.00	0	\$0.00	\$2,635.48
23	1,073,000	0	1,073,000	\$1,759.72	0	\$0.00	0	\$0.00	0	\$0.00	\$1,759.72
24	1,073,000	0	1,073,000	\$1,759.72	0	\$0.00	0	\$0.00	0	\$0.00	\$1,759.72
25	1,253,000	0	1,253,000	\$2,054.92	0	\$0.00	0	\$0.00	0	\$0.00	\$2,054.92
26	1,652,000	0	1,652,000	\$2,709.28	0	\$0.00	0	\$0.00	0	\$0.00	\$2,709.28
27	1,115,000	0	1,115,000	\$1,828.60	0	\$0.00	0	\$0.00	0	\$0.00	\$1,828.60
28	1,358,000	0	1,358,000	\$2,227.12	0	\$0.00	0	\$0.00	0	\$0.00	\$2,227.12
29	0	0	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	\$0.00
30	0	0	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	\$0.00
31	0	0	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	\$0.00
TOTALS	36,884,000	0	36,884,000	\$60,489.76	0	\$0.00	0	\$0.00	0	\$0.00	\$60,489.76

Previous Month Read = 711,646,000
 Current Month Read = 748,530,000
 Current Month Use = 36,884,000

	Total Cost	Gallons Used	Base Cost	Cost Over 2.65MGD
Days billed in February =	\$60,489.76	36,884,000	\$60,489.76	\$0.00
Days carried from previous month =	\$0.00	0	\$0.00	\$0.00
Total bill for February =	\$60,489.76	36,884,000	\$60,489.76	\$0.00

Days that will be billed in March = \$0.00

Numbers in Red are due to SCADA failure. Read was averaged equally over time span.

Note: March billing meter was read on March 2nd therefore no February days will be included in April billing.

Supplemental Budget Appropriation Request Form / Automatic Supplement Request Form

Department:

Date Submitted:

Budget line # to be supplemented:

Budget line description:

Supplemental amount requested:

Submitted by:

Describe the need for the supplemental funds:

Is this a re-appropriation of a previous year's budget? yes no

What budget line # is the re-appropriation from?

What is the amount of the budget line was unspent?

Explain why the re-appropriation was not accomplished in the previous fiscal year's budget.

Is this an automatic supplement request due to grant funds or other unanticipated revenue received? yes no

Amount of funds received:

Funds received from:

Explain the impact of waiting until the next fiscal year to budget for this item:

**CITY OF MITCHELL
RAFFLE PERMIT**

Date of Application: 3/2/26

Organization: Abbott House

SDCL #22-25-25 authorizes the following organizations or committees to conduct lotteries / raffles. Please indicate your category:

- | | |
|--|--|
| <input type="checkbox"/> Chartered veterans' organization | <input type="checkbox"/> Religious organization |
| <input checked="" type="checkbox"/> Charitable organization | <input type="checkbox"/> Educational organization |
| <input type="checkbox"/> Fraternal organization | <input type="checkbox"/> Local civic or service club |
| <input type="checkbox"/> Political party | <input type="checkbox"/> Volunteer fire department |
| <input type="checkbox"/> Political action committee or political committee on behalf of any candidate for a political office | |

Contact Information:

Name: Dawn Galloway

Address: 909 Court Merrill St Mitchell, SD

Phone #: 605-996-2486

501(c) 3 - (Non-Profit): yes no eligible

Dates of Ticket Sales: 4/9/26

Date of Raffle Drawing: weekly

Value of Raffle Prize: money - cash prize weekly

Proceeds Benefitting: Abbott House

*Raffle tickets cannot be sold until 30 days after permit is received by Finance Office

Date Received: 3-2-2026

For Finance Office Use Only:

Council Approval Date: _____

Signature: _____

Finance Officer

CITY OF MITCHELL

City Council Meeting
Agenda Item Request



The deadline for agenda items is Wednesday at noon, prior to the City Council Meeting

Meeting Date Requested: **Requested By:**

Desired Action of City Council:

Amount Budgeted in current fiscal year for this item (if applicable):

Agenda Item:

Explanation/Background of Agenda Item Requested: The Corn Palace Stampede Rodeo is requesting a Special Event Permit for their annual Corn Palace Stampede Rodeo Parade on Saturday, July 18, 2026.

Event hours are from 10:30 AM until 12:00 PM.

This year's theme is "America 250: Red, White and Blue."

The Corn Palace Stampede Rodeo Parade is open to the public.

The total anticipated attendance is 3,000–5,000.

Please refer to the attached Special Event Permit Application for more details about the event.

The submitted Special Event Permit Application requests the following:

- Parking Lot Closure (\$50 Fee)
- Street Closure (\$100 Fee)
- Parade Permit (\$50 Fee)
- Noise Permit (\$0 Fee)

Parade headquarters will be located at the former Campbell Supply parking lot at 12th Ave. and Main Street.

The following parking lot closure is requested on Saturday, July 18, from 3:00 AM until 2:00 PM:

- Disco Parking Lot

The following street closures are requested on Saturday, July 18, from 3:00 AM until 12:00 PM:

- Main Street from 12th Ave, south to 1st Ave.
- Rowley St. 9th Ave. to 11th Ave. east side of street only
 - (100 Block of West 9th, 10th, & 11th Ave.).
- 1st Ave. from Main Street east to Lawler St
- Lawler St. from 1st Ave. north to 11th Ave.

- (100 Block of East 9th, 10th, & 11th Ave.)
- E. 9th Ave. from MCTEA parking lot to Main St.

***There will still need to be business access (Graham Tire Company, TMA, Lawler Automotive, and Tri-M Tunes) from 7th Ave & Lawler St. to the north. Parade floats and vehicles will be required to stage/park in the Disco Parking Lot ONLY.**

***Street and parking lot closures, which require an overnight closure, will begin at 3 AM with proper signage placed in the requested street(s).**

Please reference the attached Road Parking Lot Closures Map for further information.

Noise Permit is requested on Saturday, July 18, 2026, with sound checks being performed at 10:30 AM along with sound amplification from 10:30 AM until 12:00 PM.

***If approved, approval of the submitted Special Event Permit Application will be contingent upon receipt of the Certificate of Liability Insurance and payment of the Special Event Permit fee(s) prior to the day of the event.**

Staff recommends City Council approval of the Special Event Permit as stated in the Special Event Permit Application.

Print

Special Event Permit Application - Submission #4643

Date Submitted: 3/5/2026



Special Event Permit Application

Events that are open to the general public and take place on public grounds; require closure of parking lots and/or streets, sound amplification, fireworks, or are located within a park, are coordinated through the Special Event Permit Application process.

Typically, these events require permits, licenses, and approvals from several City departments, depending on the size and nature of the special event.

To apply for a Special Event Permit, please complete this application. Your application, including required attachments, needs to be submitted at least forty-five (45) days before your event.

Facility Use Agreements and additional equipment rental should also be completed at this time (if applicable).

Event Name:*

Corn Palace Stampede Rodeo Parade

Event Date:

7/18/2026

Event Hours:*

10:30 AM

—

12:00 PM

Event Dates:

[] — []

Permit & License requests included in this application:*

- Parking Lot Closure (\$50 Fee)
- Street Closure (\$100 Fee)
- City Park Closure (\$100 Fee)
- Parade Permit (\$50 Fee)
- Parade Permit - w/ Escort (\$250 Fee)
- Special Event Liquor License (\$200 Fee)
- Consumption Permit (\$50 Fee)
- Consumption Permit - with Special Event Liquor License (\$0 Fee)
- Fireworks Permit (\$50 Fee)
- Noise Permit (\$0 Fee)

Time Requested for Parking Lot Closure

7/18/2026	03:00 AM	—	7/18/2026	02:00 PM
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Time Requested for Street Closure

7/18/2026	03:00 AM	—	7/18/2026	12:00 PM
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Time Requested for City Park Closure

mm/dd/yyyy	hh:mm am/pm	—	mm/dd/yyyy	hh:mm am/pm
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Event Information:

Overall Event Description:*

This year marks the 54th Annual Corn Palace Stampede Rodeo Parade on Saturday, July 18, 2026. This year's theme is "America's 250th birthday."

There will be lots of candy for the kids! Trophies are given to entries in several categories with the help of judges that view and go over those entries up on the Corn Palace balcony. Thousands of spectators line both sides of Main Street in historic downtown Mitchell.

Please check all that apply:*

- This is a first time event.
- This event is open to the public.
- Admission will be charged.
- Vendor and / or participant fees are required.
- The event includes the sale or use of alcoholic beverages.
- Items and / or services will be sold at the event.
- The event will be held in a City Park or Facility.

Total anticipated attendance:*

3000 - 5000

Organization:*

Corn Palace Stampede Rodeo

Address:*

PO Box 177

City:*

Mitchell

State:*

South Dakota

Zip Code:*

57301

Event Application Contact Person:*

Mike Dittmer

Contact Person Email:*

deadwoodmike@yahoo.com

Contact Person Phone Number: *

605-999-3787

Day of Event Contact Person:*

Mike Dittmer

Contact Person Email:*

deadwoodmike@yahoo.com

Contact Person Phone Number:*

605-999-3787

Facility Use, Impacted Areas, and Event Map

Please provide a detailed description of what facilities and additional equipment will be needed, along with how many bleachers and picnic tables need to be reserved. Also, please provide a detailed list and description of what parking lot/street closure(s) are needed. Attach a copy of the Event Map with your application. The Event Map should show overall layout and setup locations of the following items: alcoholic concessions, beer gardens, food concessions, food prep areas, first aid facilities, trash containers/dumpsters, fencing/barriers/or barricades, sources of electricity/generators, canopies or tent locations; stages, platforms, seating, or related structures.*

Closure of Main Street from 12th Ave all the way down to I st Ave. - Rowley St. 9th Ave. to Eleventh Ave. east side of street only: (100 Block of West 9th, 10th, & 11th Ave.) - Closure of I st Ave from Main Street East to Lawler Street - Closure of Lawler Street from I st Ave north to 12th Ave.: (100 Block of East 9th, 10th, & 11th Ave.) - Closure of 9th Street from Mitchell High School Performing Arts parking lot West to Main Street. - Closure of Disc Parking Lot

This event will include the use of:

Please reserve any item(s) selected below and submit fee to the respective City Department, along with the completion and submission of the application.

- Indoor Park Shelter - air conditioning (\$159.30/day - Park & Rec Fee)
- Indoor Park Shelter - no air conditioning (\$116.82/day - Park & Rec Fee)
- Outdoor Park Shelter (\$58.41/day - Park & Rec Fee)
- City Facility or Other City Building
- Picnic Table Rental (\$25 each/day- Park & Rec Fee)
- Bleacher Rental (\$35 each/day- Park & Rec Fee)
- Electricity - Main Street Only (Confirm Fee with the Corn Palace)
- Water - Main Street Only (Confirm Fee with Corn Palace)

Safety, Security, and Accessibility

Please provide a detailed description of the safety, security, and parking plans for the event. Please describe your procedures for crowd control, internal security, and accessibility plans for individuals with disabilities, as well as what arrangements have been made for First Aid, and parking/shuttle plans to the special event.*

Every year we are very appreciative to the City of Mitchell's Department of Public Safety to assist us with safety, first aid, security and traffic implementation. We always have dozens of Corn Palace Stampede committee members, wranglers and volunteers to assist the entries registration, staging and each entry has a paperwork listing the route, rules for the parade, contact numbers, etc.

Noise Permits

Special events that cannot comply with Mitchell City Code Title 5, Chapter 5, Noise Control; are required to obtain a noise permit. MCC 5-5 can be found at: www.cityofmitchellsd.gov/specialevents

Will sound amplification be used?

- Yes
- No

What time will sound amplification be used?

—

Please list the start time and finish time.

Will sound checks be conducted prior to the event?

- Yes
- No

When will sound checks be performed?

10:30 AM

Fireworks Permits

If any fireworks, rockets, or other pyrotechnics will be used, you must complete the information below.

Fireworks permits require that the applicant acquire and provide a copy of a Certificate of Liability Insurance coverage with a \$1,000,000 General Liability per occurrence coverage with the City of Mitchell must be listed as an additional insured.

Contact information for the person(s) in charge of firing the display:

Name

Address

City

State

Zip Code

Phone Number

Email Address

Date of Display

Time of Display

—

Type of Fireworks

- Class B Explosive (special fireworks)
- Class C Common Fireworks

Exact Location of Display:

What are the width perimeter requirements?

Insurance

Insurance for your event is **REQUIRED** before final permit approval.

- Special Events: you will need \$1,000,000 Commercial General Liability Insurance per occurrence.
- Liquor Liability Insurance is required if you are planning to sell alcoholic beverages at your event or facilities rental.
 - A minimum of \$500,000 Liquor Liability Insurance is required per occurrence.
- Fireworks Permits require \$1,000,000 of General Liability Insurance per occurrence.

All required insurance must state: **the name of the event and date(s) of the event**, and must name: **the "City of Mitchell, its officers, employees, and agents" as an additional insured.**

Insurance coverage must be maintained for the duration of the event.

I have the following coverage(s) and attached a copy of the Certificate(s) listed below:*

- Special Event Permit: \$1,000,000 Commercial General Liability per occurrence
- Special Event Liquor License: \$500,000 Liquor Liability per occurrence
- Fireworks Permit: \$1,000,000 General Liability per occurrence

Name of Insurance Company

Martin Trudeau Insurance

Agent's Name

Brea Baumgart

Policy Number

RS100/200PA0950-2

Phone Number

605-996-3106

Affidavit of Applicant

By typing your name by each of the items below, you are providing your acknowledgement of the requirements listed.

I understand that this application is subject to Mitchell City Council approval. Any violations of the approved permits will be grounds for law enforcement to require the immediate termination of the event.*

Mike Dittmer

I acknowledge and agree to allow the City of Mitchell to publish the Contact Person and media referral telephone numbers on the internet in conjunction with the public notices and calendar of upcoming events in the City of Mitchell.*

Mike Dittmer

I certify that the information in the foregoing application is true and correct to the best of my knowledge and belief and that I have read, understand and agree to abide by the rules and regulations governing the proposed special event and I understand that this application is made subject to the rules and regulations established by the City Council of Mitchell. I agree to abide by these rules and further certify that I, on behalf of the organization, am also authorized to commit that organization, and therefore agree to be financially responsible for any cost and fees that may be incurred by or on behalf of the Event to the City of Mitchell.*

Mike Dittmer

I have attached the following items:

- Parking Lot Closure Map
- Street Closure Map
- City Park Closure Map
- Parade Route Map
- Special Event Liquor License Boundaries with Map
- Consumption Permit Boundaries with Map
- Fireworks Map
- Event Layout Map
- Certificate of Liability Insurance
- Certificate of Liquor Liability Insurance
- Certificate of Fireworks Liability Insurance
- Additional Document

Parking Lot Closure Map

Choose File No file chosen

Street Closure Map

Choose File No file chosen

City Park Closure Map

Choose File No file chosen

Parade Route Map

Choose File No file chosen

Special Event Liquor License Boundaries with Map

Choose File No file chosen

Consumption Permit Boundaries with Map

Choose File No file chosen

Fireworks Map

Choose File No file chosen

Event Layout Map

Choose File No file chosen

Certificate of Liability Insurance

Choose File No file chosen

Certificate of Liquor Liability Insurance

Choose File No file chosen

Certificate of Fireworks Liability Insurance

Choose File No file chosen

Additional Document

Choose File No file chosen

Action of City Council _____

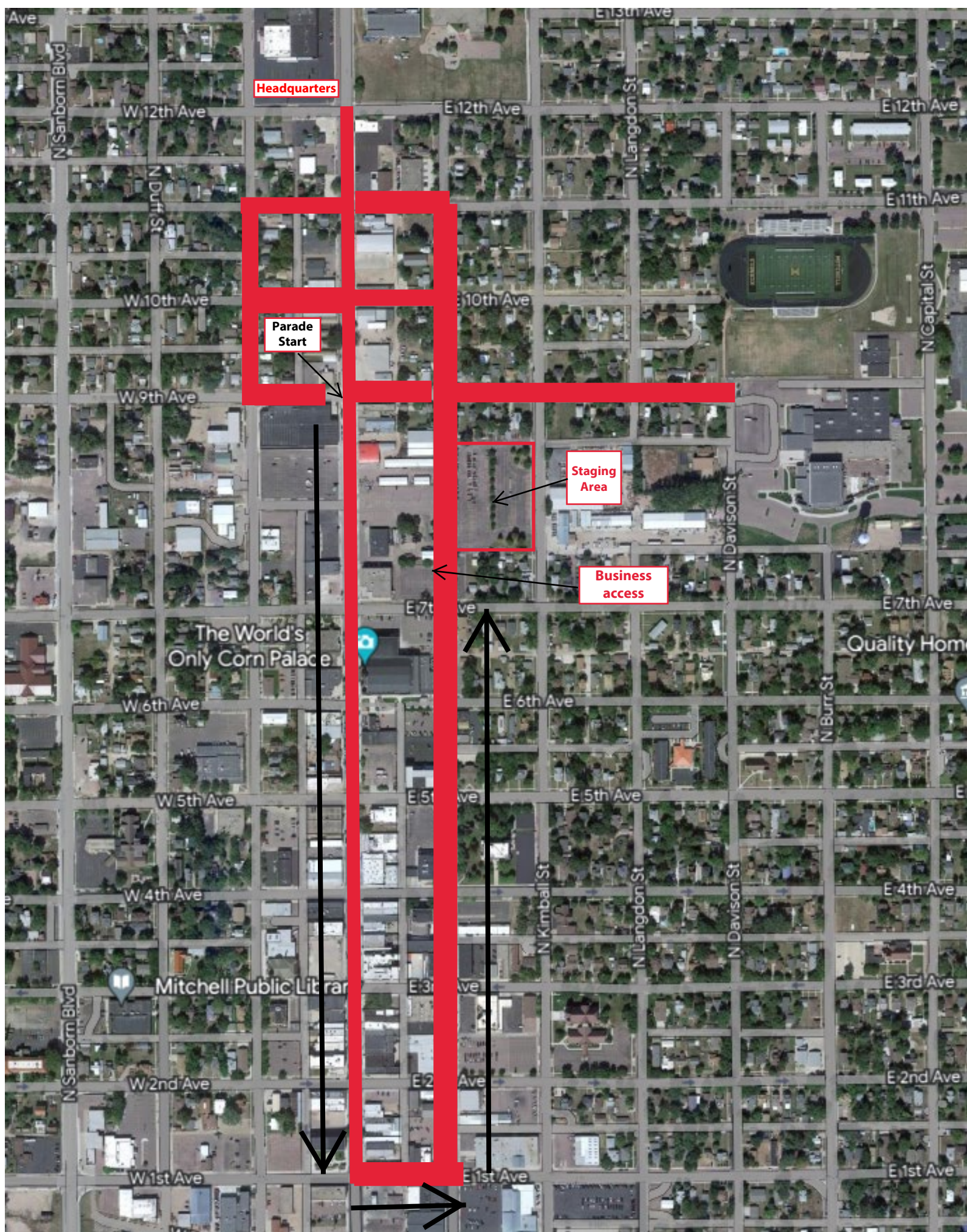
Finance Officer

Mayor

(Seal)

Date Approved: _____

Amount of Fees Paid: _____



Headquarters

Parade Start

Staging Area

Business access

CITY OF MITCHELL

City Council Meeting
Agenda Item Request



The deadline for agenda items is Wednesday at noon, prior to the City Council Meeting

Meeting Date Requested:	March 16, 2026	Requested By:	Dean Knippling
Desired Action of City Council:	Approve		
Amount Budgeted in current fiscal year for this item (if applicable):	NA		
Agenda Item:	Surplus Items to be Sold via Purple Wave or Destroyed-Police Dept		
Explanation/Background of Agenda Item Requested:	Items to surplus or destroy for the Police Dept 25 Duty Holsters (various models) 2004 Tool Master trailer Vin# 1T9TC24234D336178 1995 Fiberglass boat, with outboard motor and trailer, Hull ID #WJ1D0049C595 2017 Ford Explorer, Vin# 1FM5K8AR3HGC86291 (Does not run) Car 618 2018 Ford Explorer, Vin# 1FM5K8AR0JGB34054, Car 614 2019 Ford Explorer, Vin# 1FM5K8AR3KGA32023, Car 25 Assorted vehicle partition parts, light bars and center consoles from old patrol vehicles (various vehicle models).		

CITY OF MITCHELL

City Council Meeting
Agenda Item Request



The deadline for agenda items is Wednesday at noon, prior to the City Council Meeting

Meeting Date Requested: **Requested By:**

Desired Action of City Council:

Amount Budgeted in current fiscal year for this item (if applicable):

Agenda Item:

Explanation/Background of Agenda Item Requested:

CITY OF MITCHELL

City Council Meeting
Agenda Item Request



The deadline for agenda items is Wednesday at noon, prior to the City Council Meeting

Meeting Date Requested: **Requested By:**

Desired Action of City Council:

Amount Budgeted in current fiscal year for this item (if applicable):

Agenda Item:

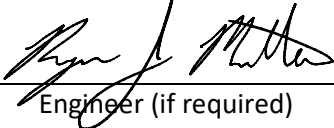
Explanation/Background of Agenda Item Requested:

Date of Issuance: February 25, 2026	Effective Date: March 17, 2026
Owner: City of Mitchell	Owner's Contract No.: 2023-10
Contractor: Schoenfelder Construction, Inc.	Contractor's Project No.:
Engineer: McLaury Engineering, Inc.	Engineer's Project No.: 22230304
Project: 2nd / 4th & Main Streetscape Improvements	Contract Name:

The Contract is modified as follows upon execution of this Change Order:
 Description: Additional storm sewer and electrical items, Project Closeout

Attachments: 2nd – 4th & Main Streetscape Improvements – Change Order 1 Attachment

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price: \$ <u>936,218.29</u>	Original Contract Times: Substantial Completion: <u>October 10, 2025</u> Ready for Final Payment: <u>November 1, 2025</u> days or dates
Increase from previously approved Change Orders No. 0 to No. <u>1</u> : \$ <u>23,680.02</u>	No Change from previously approved Change Orders No. <u>0</u> to No. <u>0</u> : Substantial Completion: <u>0 Days</u> Ready for Final Payment: <u>0 Days</u> days
Contract Price prior to this Change Order: \$ <u>959,898.31</u>	Contract Times prior to this Change Order: Substantial Completion: <u>October 10, 2025</u> Ready for Final Payment: <u>November 1, 2025</u> days or dates
Increase of this Change Order: \$ <u>8,056.10</u>	Increase of this Change Order: Substantial Completion: <u>0 Days</u> Ready for Final Payment: <u>116 Days</u> days or dates
Contract Price incorporating this Change Order: \$ <u>967,954.41</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>October 10, 2025</u> Ready for Final Payment: <u>February 25, 2026</u> days or dates

RECOMMENDED:	ACCEPTED:	ACCEPTED:
By:  _____ Engineer (if required)	By: _____ Owner (Authorized Signature)	By: _____ Contractor (Authorized Signature)
Title: <u>Engineering Manager</u>	Title _____	Title _____
Date: <u>February 25, 2026</u>	Date _____	Date _____

Change Order Summary

For (Contract): 2nd & 4th - Main Streetscape Improvements							Change Order Number: 2			
Application Period: Feb-26							Application Date: 2/25/2026			
A			B	C	D	E	F	G		
Item		Contract Information			Change Order Information				Increase or (Decrease) in Contract Price (F-B)	
Bid Item No.	Description	Original Item Quantity	Units	Unit Price	Total Value of Item (\$)	New Item Quantity	Units	New Unit Price		New Total Value of Item (\$)
2	Remove Concrete Curb and/or Gutter	581	Ft	\$ 10.00	\$ 5,810.00	708	Ft	\$10.00	\$7,080.00	\$1,270.00
4	Remove Asphalt Concrete Pavement	2245	SqYd	\$ 7.00	\$ 15,715.00	2665	SqYd	\$7.00	\$18,655.00	\$2,940.00
5	Remove Concrete Sidewalk	814	SqYd	\$ 7.00	\$ 5,698.00	827	SqYd	\$7.00	\$5,789.00	\$91.00
6	Remove Silt Fence	461	Ft	\$ 2.00	\$ 922.00	0	Ft	\$2.00	\$0.00	(\$922.00)
8	Unclassified Excavation	542	CuYd	\$ 20.00	\$ 10,840.00	558	CuYd	\$20.00	\$11,160.00	\$320.00
9	Unclassified Excavation, Digtouts	100	CuYd	\$ 20.00	\$ 2,000.00	0	CuYd	\$20.00	\$0.00	(\$2,000.00)
10	Geotextile Fabric for Subgrade Stabilization	2271	SqYd	\$ 10.00	\$ 22,710.00	2561	SqYd	\$10.00	\$25,610.00	\$2,900.00
11	Base Course, City Furnished	1441	Ton	\$ 12.00	\$ 17,292.00	1670	Ton	\$12.00	\$20,040.00	\$2,748.00
12	Asphalt Concrete Composite	456	Ton	\$ 140.00	\$ 63,840.00	657.08	Ton	\$140.00	\$91,991.20	\$28,151.20
14	Temporary Sidewalk	840	SqFt	\$ 6.60	\$ 5,544.00	0	SqFt	\$6.60	\$0.00	(\$5,544.00)
15	6" Type B Concrete Curb and Gutter	552	Ft	\$ 28.60	\$ 15,787.20	623	Ft	\$28.60	\$17,817.80	\$2,030.60
16	4" Concrete Sidewalk	6833	SqFt	\$ 7.48	\$ 51,110.84	7064	SqFt	\$7.48	\$52,838.72	\$1,727.88
20	Pipe Handrail	3.5	Ft	\$ 100.00	\$ 350.00	16	Ft	\$100.00	\$1,600.00	\$1,250.00
23	Epoxy Coated Reinforcing Steel	85	Lb	\$ 5.50	\$ 467.50	0	Lb	\$5.50	\$0.00	(\$467.50)
24	High Flow Silt Fence	461	Ft	\$ 6.00	\$ 2,766.00	0	Ft	\$6.00	\$0.00	(\$2,766.00)
25	Sediment Control at Inlet with Frame and Grate	12	Each	\$ 150.00	\$ 1,800.00	0	Each	\$150.00	\$0.00	(\$1,800.00)
31A	Remove Storm Sewer Manhole	0	Each	\$ -	\$ -	1	Each	\$1,500.00	\$1,500.00	\$1,500.00
31B	Remove Storm Sewer Pipe	0	Ft	\$ -	\$ -	167	Ft	\$20.00	\$3,340.00	\$3,340.00
32	Modify Existing Junction Box	2	Each	\$ 1,750.00	\$ 3,500.00	1	Each	\$1,750.00	\$1,750.00	(\$1,750.00)
39	6" PVC Storm Sewer	35	Ft	\$ 30.65	\$ 1,072.75	10	Ft	\$30.65	\$306.50	(\$766.25)
40	6" Pipe Bend	3	Each	\$ 250.00	\$ 750.00	1	Each	\$250.00	\$250.00	(\$500.00)
48	Type A7 Manhole Frame and Grate	4	Each	\$ 2,575.00	\$ 10,300.00	6	Each	\$2,575.00	\$15,450.00	\$5,150.00
50	2" Inlet Adjusting Ring	44	Each	\$ 215.00	\$ 9,460.00	26	Each	\$215.00	\$5,590.00	(\$3,870.00)
52A	1" Water Service Piping	15	Ft	\$ 20.00	\$ 300.00	43	Ft	\$20.00	\$860.00	\$560.00
52B	1" Water Service Tap	2	Each	\$ 950.00	\$ 1,900.00	4	Each	\$950.00	\$3,800.00	\$1,900.00
52C	1" Water Service Curb Stop	2	Each	\$ 1,075.00	\$ 2,150.00	4	Each	\$1,075.00	\$4,300.00	\$2,150.00
53	2" Water Service Piping	21	Ft	\$ 31.50	\$ 661.50	0	Ft	\$31.50	\$0.00	(\$661.50)
54	2" Water Service Tap	4	Each	\$ 1,225.00	\$ 4,900.00	0	Each	\$1,225.00	\$0.00	(\$4,900.00)
55	2" Water Service Curb Stop	4	Each	\$ 1,600.00	\$ 6,400.00	0	Each	\$1,600.00	\$0.00	(\$6,400.00)
57	6" PVC Water Main	459	Ft	\$ 49.50	\$ 22,720.50	490	Ft	\$49.50	\$24,255.00	\$1,534.50
61	6" Gate Valve with Box	16	Each	\$ 3,500.00	\$ 56,000.00	15	Each	\$3,500.00	\$52,500.00	(\$3,500.00)
62	Valve Box Adjustment	16	Each	\$ 200.00	\$ 3,200.00	15	Each	\$200.00	\$3,000.00	(\$200.00)
64	Water Trench Stabilization Material	100	Ton	\$ 35.00	\$ 3,500.00	0	Ton	\$35.00	\$0.00	(\$3,500.00)
66	4" PVC Sanitary Sewer Pipe	163	Ft	\$ 36.00	\$ 5,868.00	98	Ft	\$36.00	\$3,528.00	(\$2,340.00)
67	6" PVC Sanitary Sewer Pipe	128	Ft	\$ 42.75	\$ 5,472.00	121	Ft	\$42.75	\$5,172.75	(\$299.25)
68	12" PVC Sanitary Sewer Pipe	49	Ft	\$ 64.00	\$ 3,136.00	40	Ft	\$64.00	\$2,560.00	(\$576.00)
69	18" PVC Sanitary Sewer Pipe	157	Ft	\$ 137.00	\$ 21,509.00	159	Ft	\$137.00	\$21,783.00	\$274.00
70	Sanitary Sewer Video Inspection	206	Ft	\$ 10.00	\$ 2,060.00	197	Ft	\$10.00	\$1,970.00	(\$90.00)
71	18"x4" Sewer Wye/Tap	4	Each	\$ 2,175.00	\$ 8,700.00	1	Each	\$2,175.00	\$2,175.00	(\$6,525.00)
72	18"x6" Sewer Wye/Tap	2	Each	\$ 2,200.00	\$ 4,400.00	1	Each	\$2,200.00	\$2,200.00	(\$2,200.00)

Change Order Summary

For (Contract): 2nd & 4th - Main Streetscape Improvements							Change Order Number: 2			
Application Period: Feb-26							Application Date: 2/25/2026			
A					B	C	D	E	F	G
Item			Contract Information			Change Order Information				Increase or (Decrease) in Contract Price (F-B)
Bid Item No.	Description	Original Item Quantity	Units	Unit Price	Total Value of Item (\$)	New Item Quantity	Units	New Unit Price	New Total Value of Item (\$)	
73	Reconnect Sewer Service	6	Each	\$ 275.00	\$ 1,650.00	4	Each	\$275.00	\$1,100.00	(\$550.00)
79	Sewer Trench Stabilization Material	100	Ton	\$ 35.00	\$ 3,500.00	0	Ton	\$35.00	\$0.00	(\$3,500.00)
87A	3" Schedule 80 PVC Conduit	0	Ft	\$ -	\$ -	20	Ft	\$32.62	\$652.40	\$652.40
88	2" Schedule 80 PVC Conduit	160	Ft	\$ 24.31	\$ 3,889.60	0	Ft	\$24.31	\$0.00	(\$3,889.60)
88A	2" Schedule 40 PVC Conduit	448	Ft	\$ 7.53	\$ 3,373.44	882	Ft	\$7.53	\$6,641.46	\$3,268.02
88B	24" x 36" x 36" In-Ground J-Box	0	Each	\$ -	\$ -	2	Each	\$5,315.00	\$10,630.00	\$10,630.00
89	11" x 18" x 18" In-Ground J-Box	8	Each	\$ 2,948.00	\$ 23,584.00	6	Each	\$2,948.00	\$17,688.00	(\$5,896.00)
90	#4 CU THWN Wire	400	Ft	\$ 3.25	\$ 1,300.00	332	Ft	\$3.25	\$1,079.00	(\$221.00)
91	#6 CU THWN Wire	480	Ft	\$ 2.70	\$ 1,296.00	920	Ft	\$2.70	\$2,484.00	\$1,188.00
92	#12 CU THWN Wire	1120	Ft	\$ 1.60	\$ 1,792.00	876	Ft	\$1.60	\$1,401.60	(\$390.40)
100	Cast Aluminum Stair Nosing	13	Each	\$ 115.00	\$ 1,495.00	0	Each	\$115.00	\$0.00	(\$1,495.00)
Totals										\$8,056.10

PAY ESTIMATES FOR MARCH 16, 2026

CONTRACTORS	PROJECT	P.E. #	AMOUNT	PAID TO DATE	CONTRACT AMOUNT
GeoTek Engineering & Testing	#2022-1 WWTP -Phase II - South Plant	#18A	\$ 230.00	\$ 65,471.20	\$ 70,350.00
John T. Jones Construction Comp	#2022-1 WWTP -Phase II - South Plant	#19	\$ 833,163.19	\$ 19,655,879.48	\$ 31,796,383.00
HDR Engineering Inc.	#2022-1 WWTP -Phase II - South Plant	#38	\$ 65,829.18	\$ 2,457,845.86	\$ 3,356,860.00
Muth Electric	#2022-8R 1st & Main/7th & Main Signals	#3	\$ 11,377.31	\$ 568,865.36	\$ 568,865.36
Schoenfelder Construction, Inc.	#2023-21 2nd & 4th Main Streetscapes	#7	\$ 129,993.20	\$ 967,954.41	\$ 967,954.41
L.L. Jirsa, Architect	#2023-33 Lake Mitchell Tornado Shelter	#6	\$ 3,470.00	\$ 48,540.00	\$ 48,990.00
Quality Cut Lawn	#2024-22R Airport Snow Removal	#6-2025	\$ 10,000.00	\$ 60,000.00	\$ 75,000.00
HDR Engineering	#2025-3 FEMA Risk Management Plan	#7	\$ 3,445.00	\$ 25,692.50	\$ 27,645.00
McLaury Engineering	#2025-8 13th & Wisconsin Drainage Study	#11	\$ 4,395.00	\$ 78,998.55	\$ 79,000.00
Geotek Engineering & Testing	#2025-34 Hitchcock Tennis Courts/Lighting Reconst.	#1	\$ 3,700.00	\$ 3,700.00	\$ 3,700.00
McLaury Engineering	#2026-3 200-500 Blks East 6th Ave Utility Upgrade	#2	\$ 13,467.50	\$ 19,627.50	\$ 248,000.00
designArc Group	#2026-21 Ice Arena Roof Replacement	#2	\$ 16,200.00	\$ 36,720.00	\$ 54,000.00
Geotek Engineering & Testing	#2026-28 Old Landfill Leachate Monitoring	#1	\$ 6,300.00	\$ 6,300.00	\$ 18,000.00
Geotek Engineering & Testing	#2026-29 Regional Landfill Ground Water Monitoring	#2	\$ 1,232.50	\$ 12,852.50	\$ 25,000.00
TranSource Truck & Equipment	#2026-33 Oil Distributor Purchase -Sourcewell	#1	\$ 266,756.00	\$ 266,756.00	\$ 266,756.00
	TOTALS		\$ 1,369,558.88	\$ 24,275,203.36	\$ 37,606,503.77

Prepared by Deb Hanson-Sudbeck

PACKET : 07727 07728 07729 07730

VENDOR SET: Mult

FUND : 101 GENERAL

DEPARTMENT: 1110 CITY COUNCIL

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-03498	COLUMN SOFTWARE PBC					
		I-3588215-0304	101-41110-42300	LEGAL PUBLICA MORGAN NOTICE OF HEARING	210606	12.40
		I-35882B15-0269	101-41110-42300	LEGAL PUBLICA APPROPRIATION ORDINANCE	210606	408.29
		I-35882B15-0300	101-41110-42300	LEGAL PUBLICA ALCOHOL PUBLICATION	210606	18.61
		I-35882B15-0302	101-41110-42300	LEGAL PUBLICA 02.25.26 REG MEETING MINUTES	210606	190.07
		I-35882B15-0305	101-41110-42300	LEGAL PUBLICA BAKER NOTICE OF HEARING	210606	12.09
		I-35882B15-0310	101-41110-42300	LEGAL PUBLICA N OHLMAN PUBLIC NOTICE	210606	34.73
DEPARTMENT 1110 CITY COUNCIL					TOTAL:	676.19

PACKET : 07727 07728 07729 07730

VENDOR SET: Mult

FUND : 101 GENERAL

DEPARTMENT: 1410 ATTORNEY'S OFFICE

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-06739	THOMSON REUTERS - WEST					
		I-853265103	101-41410-42610	WEST GROUP LA FEB 2026 ONLINE SUBSCRIPTION	210730	1,314.00
01-06750	MITCHELL TELECOM					
		I-11136729	101-41410-42810	UTILITIES-TEL ACCT #00223662-2	210683	0.43
DEPARTMENT 1410 ATTORNEY'S OFFICE					TOTAL:	1,314.43

PACKET : 07727 07728 07729 07730

VENDOR SET: Mult

FUND : 101 GENERAL

DEPARTMENT: 1420 FINANCE

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-01590	MCLEOD'S PRINTING					
		I-91391	101-41420-42600	SUPPLIES & MA ENVELOPES	210667	121.25
01-01853	SD SECRETARY OF STATE					
		I-03032026	101-41420-42600	SUPPLIES & MA NOTARY FEE-K SCHNEIDER	210721	30.00
01-06750	MITCHELL TELECOM					
		I-11136729	101-41420-42800	UTILITIES - T ACCT #00223662-2	210683	3.40
01-09703	AMAZON CAPITAL SERVICES					
		I-1X9F-1YGL-73XV	101-41420-42600	SUPPLIES & MA HIGHLIGHTERS,POST-IT NOTES	000055	89.49
DEPARTMENT 1420 FINANCE					TOTAL:	244.14

PACKET : 07727 07728 07729 07730
 VENDOR SET: Mult
 FUND : 101 GENERAL
 DEPARTMENT: 1440 HUMAN RESOURCES
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-00156	TIM DEATS	I-232	101-41440-42950	EMPLOYEE BANQ DUELING PIANOS EMPLOYEE BANQUE	210625	3,000.00
01-00446	CITY OF MITCHELL	I-02272026	101-41440-42950	EMPLOYEE BANQ GRAND PRIZES CASH	210601	1,500.00
		I-022726	101-41440-42232	EMPLOYEE RECO YEARS OF SERVICE AWARDS-CASH	210602	4,250.00
01-04600	MOOSE LODGE #875	I-02272026	101-41440-42950	EMPLOYEE BANQ EMPLOYEE BANQUET RENT/INS	210684	350.00
		I-022726	101-41440-42950	EMPLOYEE BANQ EMPLOYEE BANQUET DEPOSIT	210685	500.00
01-04779	AVERA OCCUPATIONAL MEDI	I-00131528-00	101-41440-42231	EMPLOYEE PHYS DOT SCREENINGS, LABS,TB TESTS	210580	4,098.00
		I-00132146-00	101-41440-42231	EMPLOYEE PHYS PHYSICAL SCREENING, .DRUG SCRIN	210580	1,292.00
01-06750	MITCHELL TELECOM	I-11136729	101-41440-42800	UTILITIES ACCT #00223662-2	210683	1.54
01-08711	ONE SOURCE THE BACKGROU	I-2022200329	101-41440-42210	PROFESSIONAL BACKGROUND CHECKS	210700	268.45
01-09056	AMG-AVERA OCCUPATIONAL	I-00131972-00	101-41440-42231	EMPLOYEE PHYS LABS	210573	75.40
01-09703	AMAZON CAPITAL SERVICES	I-1PPV-66PD-4FYN	101-41440-42600	SUPPLIES & MA WIRELESS KEYBOARD	000055	89.99
		I-1Y1M-MC4J-34NX	101-41440-42950	EMPLOYEE BANQ COCKTAIL NAPKINS,DECORATIONS	000055	80.86
DEPARTMENT 1440 HUMAN RESOURCES					TOTAL:	15,506.24

PACKET : 07727 07728 07729 07730

VENDOR SET: Mult

FUND : 101 GENERAL

DEPARTMENT: 1920 MUNICIPAL BUILDINGS

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-00445	CITY OF MITCHELL					
		I-04.000600.00.03.26	101-41920-42812	UTILITIES-CIT 612 N MAIN ST	210597	289.01
01-01830	NORTHWESTERN ENERGY					
		I-2830632-2.02.26	101-41920-42810	UTILITIES-STO 5951 AIRPORT RD	210691	543.01
01-02679	MENARD'S INC					
		I-1234	101-41920-42620	SUPPLIES-CITY LED BULB PACKS	210668	83.94
01-08281	VESTIS					
		I-6380352147	101-41920-42520	REPAIR-CITY H MAT CLEANING	210739	48.42
01-08540	DAKOTA DATA SHRED					
		I-4662551	101-41920-42520	REPAIR-CITY H FINANCE CHARGE	210614	3.00
DEPARTMENT 1920 MUNICIPAL BUILDINGS					TOTAL:	967.38

PACKET : 07727 07728 07729 07730

VENDOR SET: Mult

FUND : 101 GENERAL

DEPARTMENT: 1935 INFORMATION TECHNOLOGY

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-00356	QUALIFIED PRESORT SERVI	I-2279-1430	101-41935-42615	POSTAGE POSTAGE 02.17-27.2026	210707	271.12
01-03472	EASYVISTA, INC	I-GOVERLAN-21023	101-41935-42920	COMPUTER SOFT 2026 RENEWAL LICENSE	210629	428.00
01-06750	MITCHELL TELECOM	I-11136729	101-41935-42850	UTILITIES/TEL ACCT #00223662-2	210683	2,499.73
		I-11136729	101-41935-42850	UTILITIES/TEL ACCT #00223662-2	210683	0.86
01-09876	CONVERGEONE, INC	I-INV1113632	101-41935-42920	COMPUTER SOFT IMPRIVATA ANNUAL RENEWAL	210607	5,907.71
DEPARTMENT 1935 INFORMATION TECHNOLOGY					TOTAL:	9,107.42

PACKET : 07727 07728 07729 07730

VENDOR SET: Mult

FUND : 101 GENERAL

DEPARTMENT: 2110 POLICE DEPARTMENT

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-00445	CITY OF MITCHELL					
		I-04.001200.00.03.26	101-42110-42810	UTILITIES 201 W 1ST AVE	210597	835.81
		I-04.001250.00.03.26	101-42110-42810	UTILITIES 122 S ROWLEY ST	210597	52.53
01-00809	GALLS LLC					
		I-034135706	101-42110-42940	EMERGENCY RES ERV SHIRTS,PANTS	210635	256.99
01-01020	CENTRAL ELECTRIC COOPER					
		I-14579002.02.26	101-42110-42810	UTILITIES 25647 412TH AVE	210593	357.43
01-01199	AUTO VALUE MITCHELL					
		I-815071214	101-42110-42500	REPAIR & MAIN OIL FILTERS,ENGINE MOUNT,NUTS	210576	165.82
		I-815071577	101-42110-42500	REPAIR & MAIN BATTERY,DISC BRAKE,FILTERS	210576	247.11
01-01322	LARRY'S I-90 SERVICE IN					
		I-110673	101-42110-42610	GAS OIL TIRES MOUNT & BALANCE FIREHAWK TIRES	210660	667.33
01-01532	FEDEX					
		I-9-182-81123	101-42110-42200	PROFESSIONAL EVIDENCE MAILING	210632	19.50
01-01830	NORTHWESTERN ENERGY					
		I-2949839-1.03.26	101-42110-42810	UTILITIES 122 S ROWLEY ST	210691	447.63
01-02679	MENARD'S INC					
		I-1273	101-42110-42600	SUPPLIES BLOW GUN,CABLE TIES,PLUG,CLEAN	210668	23.74
01-02811	JONES SUPPLIES					
		I-156149	101-42110-42600	SUPPLIES BLACK LINERS,BATH TISSUE,TOWEL	210656	189.93
01-02880	THUNE TRUE VALUE & APPL					
		I-A614078	101-42110-42600	SUPPLIES NUTS, BOLTS	210731	1.89
01-03279	INTERSTATE GLASS & DOOR					
		I-66305	101-42110-42500	REPAIR & MAIN N MAIN ENTRANCE DOOR CLOSURE	210650	145.32
01-06708	CDW GOVERNMENT INC					
		I-AI2WA2H	101-42110-43400	MACHINERY AND PRINTER ARMREST	210591	1,516.90
01-06750	MITCHELL TELECOM					
		I-11136729	101-42110-42800	TELEPHONE ACCT #00223662-2	210683	20.44
		I-11139239	101-42110-42810	UTILITIES ACCT #00241863-3	210683	61.42
01-07615	SD DEPT OF REVENUE					
		I-2026	101-42110-42600	SUPPLIES SIX CONFIDENTAL LICENSE PLATES	210718	6.00
01-08252	CORPORATE TRANSLATION S					
		I-325784	101-42110-42200	PROFESSIONAL FEB 2026 TRANSLATION SERVICES	210659	96.54
01-08281	VESTIS					

PACKET : 07727 07728 07729 07730

VENDOR SET: Mult

FUND : 101 GENERAL

DEPARTMENT: 2110 POLICE DEPARTMENT

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-08281	VESTIS			continued		
		I-6380353009	101-42110-42200	PROFESSIONAL MAT CLEANING	210739	69.39
01-09703	AMAZON CAPITAL SERVICES					
		I-17PH-RT4R-7QPG	101-42110-43400	MACHINERY AND DISKSTATION,POWER ADAPTER,SWTC	000055	674.97
01-10407	GUARDIAN ALLIANCE TECHN					
		I-33112	101-42110-42200	PROFESSIONAL JAN-FEB 2026 BACKGROUND SOFTWA	210639	100.00
01-10486	AT&T MOBILITY - POLICE					
		I-9001X02232026	101-42110-42800	TELEPHONE ACCT #287283989001	210575	1,071.83
01-10622	ADVANCED POLICE CONCEPT					
		I-2026-09	101-42110-42700	TRAVEL, CONF OVERDOSE INVESTIGATIONS CLASS	210570	5,250.00
					DEPARTMENT 2110 POLICE DEPARTMENT	TOTAL: 12,278.52

9/12/2026 9:53 AM
 PACKET : 07727 07728 07729 07730
 VENDOR SET: Mult
 FUND : 101 GENERAL
 DEPARTMENT: 2130 TRAFFIC DEPARTMENT
 BUDGET TO USE: CB-CURRENT BUDGET

REGULAR DEPARTMENT PAYMENT REGISTER

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-00428	CARQUEST AUTO PARTS INC					
		I-4977-353039	101-42130-42500	REPAIRS BATTERY CABLE RETAINER,LG RAVE	210590	37.10
01-00445	CITY OF MITCHELL					
		I-04.001700.00.03.26	101-42130-42830	UTILITIES-WAT 705 N CAPITAL ST	210597	79.87
01-01199	AUTO VALUE MITCHELL					
		I-815071212	101-42130-42500	REPAIRS ALTERNATOR	210576	112.99
01-01404	MITCHELL IRON & SUPPLY					
		I-87804	101-42130-42540	SIGNS LABOR FOR TURN TAMPER	210680	75.00
01-01450	MUTH ELECTRIC INC					
		I-2022-8R P.E. #3	101-42130-43320	UPGRADE SIGNA 2022-8R P.E. #3	210688	11,377.31
		I-808812	101-42130-43410	BATTERY BACKU INSTALLED BATTERY BACKUP CABNT	210688	600.22
01-01830	NORTHWESTERN ENERGY					
		I-2573393-2.03.26	101-42130-42810	UTILITIES-TRA E 1ST AND GAMBLE ST	210691	21.68
		I-2573626-5.03.26	101-42130-42810	UTILITIES-TRA 1030 E 1ST AVE	210691	13.87
		I-2581243-9.02.26	101-42130-42835	UTILITIES-STR STREET LIGHTS	210691	19,140.21
		I-2581251-2.02.26	101-42130-42520	EMERGENCY SIR 1221 S MINNESOTA ST	210691	24.46
		I-2582741-1.02.26	101-42130-42835	UTILITIES-STR I 90 AND OHLMAN	210691	1,039.22
		I-2583139-7.02.26	101-42130-42810	UTILITIES-TRA 1309 W UNIVERSITY AVE	210691	13.67
		I-2583145-4.02.26	101-42130-42810	UTILITIES-TRA 1522 W UNIVERSITY AVE	210691	13.30
		I-2583840-0.02.26	101-42130-42810	UTILITIES-TRA S SANBORN AND HAVEN ST	210691	140.52
		I-2585321-9.02.26	101-42130-42810	UTILITIES-TRA E HAVENS AND BURR ST	210691	219.89
		I-2585416-7.02.26	101-42130-42810	UTILITIES-TRA 700 E NORWAY AVE	210691	331.65
		I-2585457-1.02.26	101-42130-42810	UTILITIES-TRA 700 E KAY AVE	210691	205.69
		I-2586693-0.02.26	101-42130-42835	UTILITIES-STR 112 W 2ND AVE	210691	61.78
		I-2586929-8.02.26	101-42130-42835	UTILITIES-STR 111 W 5TH AVE	210691	20.88
		I-2586966-0.02.26	101-42130-42835	UTILITIES-STR 111 W 7TH AVE	210691	117.64
		I-2748245-4.02.26	101-42130-42810	UTILITIES-TRA BURR & SPRUCE SIGNAL LIGHTS	210691	342.26
		I-2748246-2.02.26	101-42130-42810	UTILITIES-TRA N RAMPS I 90 SIGNAL LIGHTS	210691	209.90
		I-2778164-0.03.26	101-42130-42810	UTILITIES-TRA 1ST AND SANBORN ST	210691	145.19
		I-2781011-8.03.26	101-42130-42520	EMERGENCY SIR 1001 E BIRCH AVE PWSP SIREN	210691	35.82
		I-2784889-4.02.26	101-42130-42810	UTILITIES-TRA 1120 W CEDAR	210691	13.48
		I-2784890-2.02.26	101-42130-42810	UTILITIES-TRA 1501 W CEDAR	210691	13.48
		I-2793476-9.03.26	101-42130-42810	UTILITIES-TRA 1ST AND BURR ST SIGNAL LIGHTS	210691	77.03
		I-2812391-7.02.26	101-42130-42520	EMERGENCY SIR 5861 TOWER RD	210691	33.96
		I-2860182-1.02.26	101-42130-42810	UTILITIES-TRA MINNESOTA AND 16 AVE	210691	12.75
		I-2860183-9.02.26	101-42130-42810	UTILITIES-TRA MINNESOTA AND 18 AVE	210691	13.50
		I-2942176-5.03.26	101-42130-42810	UTILITIES-TRA 809 E 1ST AVE	210691	13.67
		I-2955717-0.02.26	101-42130-42835	UTILITIES-STR 500 N MAIN LOT PARKING	210691	28.14
		I-2980768-2.02.26	101-42130-42810	UTILITIES-TRA 121 W HAVENS	210691	148.29
		I-3480194-4.02.26	101-42130-42810	UTILITIES-TRA 111 W 7TH PWSP SIGNAL	210691	216.70
		I-3480195-1.02.26	101-42130-42810	UTILITIES-TRA 112 W 2ND PWSP SIGNAL	210691	187.25
		I-3480197-7.02.26	101-42130-42810	UTILITIES-TRA 111 W 5TH PWSP SIGNAL	210691	185.65
		I-3621835-2.02.26	101-42130-42810	UTILITIES-TRA S RAMPS I 90 SIGNAL LIGHTS	210691	199.46
		I-3701975-9.02.26	101-42130-42835	UTILITIES-STR N RAMPS I 90 STREET LIGHT	210691	552.50

PACKET : 07727 07728 07729 07730

VENDOR SET: Mult

FUND : 101 GENERAL

DEPARTMENT: 2130 TRAFFIC DEPARTMENT

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-01830	NORTHWESTERN ENERGY			continued		
		I-3880132-0.02.26	101-42130-42810	UTILITIES-TRA 1808 N MINNESOTA AVE SGNL	210691	159.15
		I-4242942-3.02.26	101-42130-42835	UTILITIES-STR N HWY 37 STREET LIGHTS	210691	312.04
		I-4255820-5.02.26	101-42130-42835	UTILITIES-STR 103 S MAIN ST	210691	23.16
01-02880	THUNE TRUE VALUE & APPL					
		I-A613295	101-42130-42600	SUPPLIES PACK TAPE	210731	7.99
		I-A613938	101-42130-42600	SUPPLIES VELCRO STRIP	210731	4.49
01-04352	UPS STORE #4227					
		I-02132026	101-42130-42530	TRAFFIC LIGHT SHIPPING CHARGES	210738	56.16
01-05118	FEDERAL SIGNAL CORPORAT					
		I-9129122	101-42130-42560	SIREN REPAIR BATTERY CHARGER	210631	500.00
01-09991	DAKOTA PRO STRIPING & I					
		I-INV-1453	101-42130-42545	PAINT GLASS BEADS,LRG SIGNAL SIGNS	210617	3,450.00
		I-INV-1453	101-42130-42530	TRAFFIC LIGHT GLASS BEADS,LRG SIGNAL SIGNS	210617	400.00
DEPARTMENT 2130 TRAFFIC DEPARTMENT					TOTAL:	40,988.97

PACKET : 07727 07728 07729 07730

VENDOR SET: Mult

FUND : 101 GENERAL

DEPARTMENT: 2200 FIRE DEPARTMENT

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-00424	RUNNINGS SUPPLY INC	I-2226271	101-42200-42640	UNIFORMS FIRE EMBROIDERY HOODIES	210711	537.54
01-00712	NAPA CENTRAL	I-826115	101-42200-42500	REPAIR & MAIN AIRBAG CLOCK SPRING	210689	126.75
01-01117	FLEETPRIDE	I-132673687	101-42200-42500	REPAIR & MAIN OIL COALESCING CARTRIDGE	210633	40.19
01-01199	AUTO VALUE MITCHELL	I-815071577	101-42200-42500	REPAIR & MAIN BATTERY, DISC BRAKE, FILTERS	210576	70.64
		I-815071593	101-42200-42500	REPAIR & MAIN HD CABIN AIR FLEET	210576	42.48
01-01830	NORTHWESTERN ENERGY	I-2583799-8.02.26	101-42200-42810	UTILITIES 201 W 1ST AVE FIRE	210691	4,761.14
		I-3566523-1.02.26	101-42200-42810	UTILITIES 5971 AIRPORT RD BLDG 21	210691	177.58
01-02679	MENARD'S INC	I-1273	101-42200-42600	SUPPLIES BLOW GUN, CABLE TIES, PLUG, CLEAN	210668	3.11
		I-1715	101-42200-42600	SUPPLIES BRASS HOSE NOZZLE	210668	39.95
01-03279	INTERSTATE GLASS & DOOR	I-66305	101-42200-42500	REPAIR & MAIN N MAIN ENTRANCE DOOR CLOSURE	210650	145.31
01-05232	ALEX AIR APPARATUS 2 LL	I-10634	101-42200-42550	REPAIR-SELF-C FLOW TEST	210572	3,927.66
01-05276	M & T FIRE AND SAFETY I	I-15636	101-42200-42641	PROTECTIVE CL GLOVES	210663	194.00
		I-15646	101-42200-42600	SUPPLIES SMOKE FLUID	210663	250.00
		I-15660	101-42200-42550	REPAIR-SELF-C MASK BAG	210663	184.00
		I-15674	101-42200-42600	SUPPLIES SENSORS	210663	366.88
		I-15675	101-42200-42600	SUPPLIES FLASHLIGHTS, BATTERY PACK	210663	1,348.14
01-06750	MITCHELL TELECOM	I-11136729	101-42200-42800	TELEPHONE ACCT #00223662-2	210683	2.29
		I-11139239	101-42200-42810	UTILITIES ACCT #00241863-3	210683	61.43
01-07756	CHAD CODY	I-03102026	101-42200-42640	UNIFORMS SHOES REIMBURSED	210605	87.50
01-08594	MAKE IT MINE DESIGNS	I-47704	101-42200-42640	UNIFORMS EMBROIDERY ON HOODIES	210665	132.00
01-09703	AMAZON CAPITAL SERVICES	I-19P4-P6J6-DV1G	101-42200-42600	SUPPLIES RECHARGABLE BATTERIES	000055	88.00
01-10439	MACQUEEN	I-P63075	101-42200-42640	UNIFORMS CODY FIREARMOR GLOVES	210664	102.71

DEPARTMENT 2200 FIRE DEPARTMENT TOTAL: 12,689.30

PACKET : 07727 07728 07729 07730

VENDOR SET: Mult

FUND : 101 GENERAL

DEPARTMENT: 3100 STREET DEPARTMENT

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-00445	CITY OF MITCHELL					
		I-04.001600.00.03.26	101-43100-42830	UTILITIES-WAT 1405 W 8TH AVE	210597	261.67
01-00532	A-OX WELDING SUPPLY CO					
		I-0088079597	101-43100-42500	REPAIRS CYLINDER LEASE CONTRACT	210569	219.50
01-00712	NAPA CENTRAL					
		I-825384	101-43100-42600	SUPPLIES HYDRAULIC HOSE FITTINGS	210689	139.17
	PROJ: L5I-42600	123		SUPPLIES & MAINTENANCE		
		I-825525	101-43100-42600	SUPPLIES HYDRAULIC HOSE FITTINGS	210689	123.38
	PROJ: L5I-42600	123		SUPPLIES & MAINTENANCE		
		I-825584	101-43100-42600	SUPPLIES HYDRAULIC HOSE CLAMPS	210689	231.90
	PROJ: L5I-42600	123		SUPPLIES & MAINTENANCE		
01-00917	DAKOTA FLUID POWER INC					
		C-7423393	101-43100-42600	SUPPLIES RETURNED 50 GALLON SADDLE TANK	210615	926.98-
01-01117	FLEETPRIDE					
		I-132270327	101-43100-42600	SUPPLIES ARM-MATIC WIND DEFLECTOR	210633	1,114.77
01-01199	AUTO VALUE MITCHELL					
		I-815071211	101-43100-42600	SUPPLIES REPAIR KIT, CABLE, PLUGS, FILTERS	210576	54.48
	PROJ: L74-42600	906		SUPPLIES MATERIALS		
		I-815071211	101-43100-42600	SUPPLIES REPAIR KIT, CABLE, PLUGS, FILTERS	210576	91.82
	PROJ: L54-42600	159		SUPPLIES MATERIALS		
		I-815071211	101-43100-42600	SUPPLIES REPAIR KIT, CABLE, PLUGS, FILTERS	210576	5.99
	PROJ: L21-42600	121		SUPPLIES MATERIALS		
		I-815071211	101-43100-42600	SUPPLIES REPAIR KIT, CABLE, PLUGS, FILTERS	210576	3.44
	PROJ: L59-42600	163		SUPPLIES MATERIALS		
		I-815071211	101-43100-42600	SUPPLIES REPAIR KIT, CABLE, PLUGS, FILTERS	210576	121.90
	PROJ: L10-42600	106		SUPPLIES MATERIALS		
		I-815071211	101-43100-42600	SUPPLIES REPAIR KIT, CABLE, PLUGS, FILTERS	210576	65.55
		I-815071211	101-43100-42600	SUPPLIES REPAIR KIT, CABLE, PLUGS, FILTERS	210576	139.00
	PROJ: L5I-42600	123		SUPPLIES & MAINTENANCE		
		I-815071211	101-43100-42600	SUPPLIES REPAIR KIT, CABLE, PLUGS, FILTERS	210576	47.97
	PROJ: L55-42600	156		SUPPLIES MATERIALS		
		I-815071211	101-43100-42600	SUPPLIES REPAIR KIT, CABLE, PLUGS, FILTERS	210576	53.49
	PROJ: L1E-42600	517		SUPPLIES MATERIALS		
		I-815071211	101-43100-42600	SUPPLIES REPAIR KIT, CABLE, PLUGS, FILTERS	210576	74.97
	PROJ: LL9-42600	2020	TYMCO 500X SWEEPER	SUPPLIES & MATERIALS		
		I-815071576	101-43100-42600	SUPPLIES 5 GALLON TIRE BEAD	210576	241.99
	PROJ: L23-42600	124		SUPPLIES MATERIALS		
01-01239	BUTLER MACHINERY INC					
		C-13CS0010293	101-43100-42500	REPAIRS CORE CREDIT	210588	231.90-
01-01404	MITCHELL IRON & SUPPLY					
		I-88003	101-43100-42500	REPAIRS ADAPTER STARTER	210680	39.56
	PROJ: L5I-42500	123		REPAIR & MAINTENANCE		

PACKET : 07727 07728 07729 07730
VENDOR SET: Mult
FUND : 101 GENERAL
DEPARTMENT: 3100 STREET DEPARTMENT
BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-01404	MITCHELL IRON & SUPPLY	continued				
		I-88009	101-43100-42600	SUPPLIES SHAFT COUPLER	210680	66.44
	PROJ: L5I-42600	123		SUPPLIES & MAINTENANCE		
01-01490	MUELLER LUMBER CO. INC.					
		I-305818	101-43100-42600	SUPPLIES TURNBUCKLE EYE	210687	5.08
01-01964	DAKOTA SUPPLY GROUP					
		I-S105476570.001	101-43100-42600	SUPPLIES OFFICE DOOR LIGHT	210619	63.59
01-02527	TRANSOURCE					
		I-2026-33 P.E. #1	101-43100-43413	TACK TRUCK 2026-33 P.E. #1	210734	266,756.00
01-02840	TESSIERS MECHANICAL CON					
		I-30018122	101-43100-42500	REPAIRS FURNACE IN OFFICE SHORT CYCLIN	210729	199.48
01-03099	LAWSON PRODUCTS INC					
		I-9313239604	101-43100-42600	SUPPLIES ADAPTERS,WASHERS,SCREWS	210661	1,024.60
		I-9313241763	101-43100-42600	SUPPLIES ADAPTER	210661	60.85
01-04066	TRANSWEST - SIOUX FALLS					
		I-094P19017	101-43100-42500	REPAIRS AIR TANK RETAINING CABLE	210736	71.00
	PROJ: L23-42500	124		REPAIR MAINTENANCE		
01-06750	MITCHELL TELECOM					
		I-11136729	101-43100-42800	UTILITIES ACCT #00223662-2	210683	1.63
01-09509	INNOVATIVE OFFICE SOLUT					
		I-IN5058954	101-43100-42600	SUPPLIES PAPER,CLIPBOARDS,LEGAL PADS	210649	134.55
01-09703	AMAZON CAPITAL SERVICES					
		I-1K1M-CVRK-THQ3	101-43100-42600	SUPPLIES WEBCAM.KEYBOARD,MOUSE	000055	159.98
01-10554	MIDWEST OIL COMPANY					
		I-1039802	101-43100-42600	SUPPLIES MIDWEST ISO 32	210675	419.35
		I-1039866	101-43100-42600	SUPPLIES MIDWEST ISO 32	210675	439.35
DEPARTMENT 3100 STREET DEPARTMENT					TOTAL:	271,273.57

PACKET : 07727 07728 07729 07730

VENDOR SET: Mult

FUND : 101 GENERAL

DEPARTMENT: 3110 PUBLIC WORKS ADMIN

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT	
01-00130	DAVISON COUNTY TREASURE	I-03032026	101-43110-43400	MACHINERY & E 2024 FORD F150 TITLE,REG,PLATE	210623	28.70	
01-00424	RUNNINGS SUPPLY INC	I-2225551	101-43110-42600	SUPPLIES STAPLES	210711	5.99	
01-01199	AUTO VALUE MITCHELL	I-815071210	101-43110-42500	REPAIRS WATER PUMPS,BELT IDLER,DRIVES	210576	178.83	
01-02615	SD MUNICIPAL LEAGUE	I-200003915	101-43110-42700	TRAVEL CONF D SCHROEDER,T JOHNSON MEMBERSHIP	210719	50.00	
		I-200004070	101-43110-42700	TRAVEL CONF D SCHROEDER RIB DINNER REG	210720	40.00	
01-03114	SUBWAY	I-1/A-759075	101-43110-42750	PLANNING COMM 03.09.26 PLANNING COMM MEALS	210726	53.94	
01-03678	INTERSTATE OFFICE PRODU	I-01EJ2104	101-43110-42600	SUPPLIES HIGHLIGHTER	210651	4.79	
01-04761	HOLIDAY INN EXPRESS	I-61624848	101-43110-42700	TRAVEL CONF D SCHROEDER-SD MUNI LGUE ROOMS	210642	224.00	
01-06708	CDW GOVERNMENT INC	I-AI3QU9T	101-43110-42600	SUPPLIES ACER MONITOR	210591	97.39	
01-06750	MITCHELL TELECOM	I-11136729	101-43110-42800	UTILITIES ACCT #00223662-2	210683	4.88	
		I-11137783	101-43110-42916	NUISANCE ABAT ACCT #00019259-0	210683	5.31	
01-08010	METTLER IMPLEMENT INC-M	I-91882	101-43110-42500	REPAIRS DRIVE CLUTCH,SHIFTS,BELT,SCREW	210670	2,394.91	
					DEPARTMENT 3110 PUBLIC WORKS ADMIN	TOTAL:	3,088.74

PACKET : 07727 07728 07729 07730

VENDOR SET: Mult

FUND : 101 GENERAL

DEPARTMENT: 3120 STREET & SIDEWALK CONST

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-01450	MUTH ELECTRIC INC	I-808807	101-43120-43300	STREET OVERLA TRACED OUTLETS BY TREES	210688	153.16
01-02485	SCHOENFELDER CONSTRUCTI	I-2023-21 P.E. #7	101-43120-43300	STREET OVERLA 2023-21 P.E. #7	210716	25,720.10
01-09869	MCLAURY ENGINEERING INC	I-2025-8 P.E. #11	101-43120-42200	PROF SERVICES 2025-8 P.E. #11	210666	4,395.00
DEPARTMENT 3120 STREET & SIDEWALK CONST					TOTAL:	30,268.26

PACKET : 07727 07728 07729 07730

VENDOR SET: Mult

FUND : 101 GENERAL

DEPARTMENT: 3150 STORM DRAINAGE

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-02143	HDR ENGINEERING INC					
		I-2025-3 P.E. #7	101-43150-42200	PROF FEES/SER 2025-3 P.E. #7	210640	3,445.00
01-02485	SCHOENFELDER CONSTRUCTI					
		I-2023-21 P.E. #7	101-43150-43343	2ND, 4TH, & R 2023-21 P.E. #7	210716	29,978.83
DEPARTMENT 3150 STORM DRAINAGE					TOTAL:	33,423.83

PACKET : 07727 07728 07729 07730

VENDOR SET: Mult

FUND : 101 GENERAL

DEPARTMENT: 3700 CEMETERY

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-00445	CITY OF MITCHELL					
		I-04.000400.00.03.26	101-43700-42830	UTILITIES-WAT 600 W 23RD AVE	210597	32.52
		I-04.006500.00.03.26	101-43700-42830	UTILITIES-WAT COMMUNITY GARDEN	210597	41.00
01-00712	NAPA CENTRAL					
		I-826155	101-43700-42600	SUPPLIES & MA SPARK PLUG	210689	37.00
01-01239	BUTLER MACHINERY INC					
		I-13PS0090595	101-43700-42600	SUPPLIES & MA 10W30 OIL	210588	15.57
		I-13W00053341	101-43700-42500	REPAIR & MAIN REPLACE ENGINE MOUNT	210588	190.00
01-01355	MIDWEST TURF & IRRIGATI					
		I-3959237-01	101-43700-42600	SUPPLIES & MA IDLER PULLEY,CLEVIS PIN,V-BELT	210676	338.03
		I-3959237-02	101-43700-42600	SUPPLIES & MA GEARBOX PULLEY,BEDKNIFE	210676	135.09
		I-3959237-04	101-43700-42600	SUPPLIES & MA GEARBOX PULLEY ASSEMBLY	210676	140.94
01-02880	THUNE TRUE VALUE & APPL					
		I-A612592A	101-43700-42600	SUPPLIES & MA NUTS,BOLTS	210731	9.50
01-08281	VESTIS					
		I-6380354131	101-43700-42500	REPAIR & MAIN MAT CLEANING	210739	37.86
01-09703	AMAZON CAPITAL SERVICES					
		I-119D-CV43-DM6F	101-43700-42600	SUPPLIES & MA LABEL MAKER TAPE	000055	28.98
		I-1FWY-73CC-4776	101-43700-42510	HEADSTONE REP MEMORIAL CEMETARY FLOWER VASE	000055	98.99
		I-1RYM-KGDM-4FFY	101-43700-42600	SUPPLIES & MA PLUG-OIL DRAIN	000055	35.23
DEPARTMENT 3700 CEMETERY					TOTAL:	1,140.71

PACKET : 07727 07728 07729 07730

VENDOR SET: Mult

FUND : 101 GENERAL

DEPARTMENT: 4120 ANIMAL CONTROL

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-01830	NORTHWESTERN ENERGY					
		I-2719777-1.02.26	101-44120-42800	UTILITIES-POU 2020 W HAVENS NEW BLDG	210691	169.14
01-02017	DAVISON RURAL WATER SYS					
		I-4837.03.26	101-44120-42800	UTILITIES-POU FEB 2026 WATER USAGE	210624	54.05
01-09865	MITCHELL ANIMAL RESCUE					
		I-03102026	101-44120-42900	IMPOUNDING DO APR 2025 MANAGEMENT FEE	210678	350.00
DEPARTMENT 4120 ANIMAL CONTROL					TOTAL:	573.19

PACKET : 07727 07728 07729 07730

VENDOR SET: Mult

FUND : 101 GENERAL

DEPARTMENT: 5500 LIBRARY

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-00445	CITY OF MITCHELL					
		I-04.001100.00.03.26	101-45500-42830	UTILITIES-WAT 221 N DUFF ST	210597	271.25
01-01015	INGRAM LIBRARY SERVICES					
		I-94296192	101-45500-43420	BOOKS BOOKS	210647	229.93
		I-94332726	101-45500-43420	BOOKS BOOKS	210647	280.74
		I-94410153	101-45500-43420	BOOKS BOOKS	210647	144.56
		I-94426400	101-45500-43420	BOOKS BOOKS	210647	29.99
		I-94442035	101-45500-43420	BOOKS BOOKS	210647	215.37
		I-94442036	101-45500-43420	BOOKS BOOKS	210647	80.39
		I-94473807	101-45500-43420	BOOKS BOOKS	210647	427.09
		I-94546105	101-45500-43420	BOOKS BOOKS	210647	179.98
		I-94546106	101-45500-43420	BOOKS BOOKS	210647	416.58
		I-94563644	101-45500-43420	BOOKS BOOKS	210647	66.53
		I-94563645	101-45500-43420	BOOKS BOOKS	210647	34.83
		I-94608107	101-45500-43420	BOOKS BOOKS	210647	281.73
		I-94638257	101-45500-43420	BOOKS BOOKS	210647	55.17
		I-94723401	101-45500-43420	BOOKS BOOKS	210647	457.46
		I-94755407	101-45500-43420	BOOKS BOOKS	210647	192.99
		I-94755408	101-45500-43420	BOOKS BOOK	210647	22.79
		I-94823768	101-45500-43420	BOOKS BOOKS	210647	329.32
		I-94899097	101-45500-43420	BOOKS BOOKS	210647	326.13
		I-94920164	101-45500-43420	BOOKS BOOKS	210647	41.99
		I-94936692	101-45500-43420	BOOKS BOOKS	210647	37.79
01-01830	NORTHWESTERN ENERGY					
		I-2585828-3.02.26	101-45500-42800	UTILITIES 221 N DUFF ST	210691	4,133.94
01-02679	MENARD'S INC					
		I-00218	101-45500-42600	SUPPLIES & MA TRIPLE GRIP,CORNER BRACES	210668	15.46
01-03733	MICROMARKETING LLC					
		I-1001726	101-45500-43420	BOOKS CHILDREN'S BOOKS	210672	49.77
		I-1002200	101-45500-43420	BOOKS BOOK	210672	19.99
01-05088	BLACKSTONE PUBLISHING					
		I-2226179	101-45500-43421	AUDIO-VISUAL AUDIOBOOKS	210586	168.75
01-06026	CENTER POINT LARGE PRIN					
		I-2229919	101-45500-43420	BOOKS LARGE PRINT BOOKS	210592	99.48
01-06750	MITCHELL TELECOM					
		I-11136729	101-45500-42800	UTILITIES ACCT #00223662-2	210683	1.91
01-08223	OVERDRIVE INC					
		I-02495DA26076156	101-45500-42693	E-BOOKS/AUDIO EAUDIOBOOKS	210701	51.00
01-08281	VESTIS					
		C-638004401	101-45500-42600	SUPPLIES & MA CREDIT TO ACCOUNT	210739	20.99-

PACKET : 07727 07728 07729 07730

VENDOR SET: Mult

FUND : 101 GENERAL

DEPARTMENT: 5500 LIBRARY

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-08281	VESTIS			continued		
		I-6380354142	101-45500-42600	SUPPLIES & MA MAT CLEANING	210739	63.95
01-09703	AMAZON CAPITAL SERVICES					
		I-1VKD-Q9NW-PYKN	101-45500-43421	AUDIO-VISUAL MOVIE	000055	30.30
					DEPARTMENT 5500 LIBRARY	TOTAL: 8,736.17
					FUND 101 GENERAL	TOTAL: 442,277.06

PACKET : 07727 07728 07729 07730

VENDOR SET: Mult

FUND : 201 PARK FUND

DEPARTMENT: 5110 RECREATION & AQUATICS

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-00445	CITY OF MITCHELL					
		I-04.000950.00.03.26	201-45110-42850	UTILITIES-AQU HITCHCOCK POOL	210597	20.50
	PROJ: J50-WATER		OUTDOOR AQUATIC CENTER	UTILITIES-WATER		
01-01830	NORTHWESTERN ENERGY					
		I-2868739-0.02.26	201-45110-42850	UTILITIES-AQU 1201 E HANSON ST POOL	210691	551.41
	PROJ: J50-ELE/GAS		OUTDOOR AQUATIC CENTER	UTILITIES-ELECTRIC/GAS		
01-06750	MITCHELL TELECOM					
		I-11136729	201-45110-42800	UTILITIES ACCT #00223662-2	210683	3.27
DEPARTMENT 5110 RECREATION & AQUATICS					TOTAL:	575.18

3/12/2026 9:53 AM
 PACKET : 07727 07728 07729 07730
 VENDOR SET: Mult
 FUND : 201 PARK FUND
 DEPARTMENT: 5140 RECREATION CENTER
 BUDGET TO USE: CB-CURRENT BUDGET

REGULAR DEPARTMENT PAYMENT REGISTER

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-00445	CITY OF MITCHELL					
		I-04.001300.00.03.26	201-45140-42800	UTILITIES 1300 N MAIN ST	210597	4,050.98
	PROJ: J09-WATER		REC CTR UTILITIES	UTILITIES-WATER		
01-00752	MITCHELL PLUMBING & HEA					
		I-37228	201-45140-42500	REPAIR & MAIN SHAFT SLEEVE,SEAL KIT	210682	1,898.28
	PROJ: J06-RM-HVAC		REC CTR-GENERAL BLDG	REPAIR/MAINT-HVAC		
01-01497	GRAINGER					
		I-9812295302	201-45140-42500	REPAIR & MAIN CARTRIDGES	210638	145.60
	PROJ: J06-RM-PLUMB		REC CTR-GENERAL BLDG	REPAIR/MAINT-PLUMBING		
		I-9815066783	201-45140-42600	SUPPLIES & MA SHOWER VALVE KIT,CARTRIDGE	210638	128.82
	PROJ: J06-SM-PLUMB		REC CTR-GENERAL BLDG	SUPPLIES/MATERIAL-PLUMBING		
		I-9818182413	201-45140-42600	SUPPLIES & MA VACUUM BAGS	210638	46.70
	PROJ: J06-SM-JANIT		REC CTR-GENERAL BLDG	SUPPLIES/MATERIAL-JANITORIAL		
		I-9825004493	201-45140-42600	SUPPLIES & MA BELT	210638	6.96
	PROJ: J06-SM-EQUIP		REC CTR-GENERAL BLDG	SUPPLIES/MATERIAL-EQUIPMENT		
01-01830	NORTHWESTERN ENERGY					
		I-2580493-1.02.26	201-45140-42800	UTILITIES 1300 N MAIN	210691	3,909.63
	PROJ: J09-ELE/GAS		REC CTR UTILITIES	UTILITIES-ELECTRIC/GAS		
01-02567	S & M PRINTING INC					
		I-85892	201-45140-42600	SUPPLIES & MA DIABETES MENTORSHIP PROGRAM	210713	47.00
	PROJ: J06-SM-OFFIC		REC CTR-GENERAL BLDG	SUPPLIES/MATERIAL-OFFICE		
01-02679	MENARD'S INC					
		I-00986	201-45140-42600	SUPPLIES & MA VINYL BIN,HEAT GUN,ADAPTER,ELB	210668	132.89
	PROJ: J06-SM-PLUMB		REC CTR-GENERAL BLDG	SUPPLIES/MATERIAL-PLUMBING		
		I-1015	201-45140-42600	SUPPLIES & MA CORE PVC PIPE,PVC UNION	210668	15.59
	PROJ: J06-SM-PLUMB		REC CTR-GENERAL BLDG	SUPPLIES/MATERIAL-PLUMBING		
		I-1320	201-45140-42600	SUPPLIES & MA AUTO TRUCK BED SPRAY	210668	11.97
	PROJ: J06-SM-EQUIP		REC CTR-GENERAL BLDG	SUPPLIES/MATERIAL-EQUIPMENT		
01-02880	THUNE TRUE VALUE & APPL					
		I-A613591	201-45140-42600	SUPPLIES & MA RECIPI BLADE KIT	210731	36.99
	PROJ: J06-SM-EQUIP		REC CTR-GENERAL BLDG	SUPPLIES/MATERIAL-EQUIPMENT		
		I-A613601	201-45140-42600	SUPPLIES & MA PVC PIPE	210731	2.60
	PROJ: J06-SM-PLUMB		REC CTR-GENERAL BLDG	SUPPLIES/MATERIAL-PLUMBING		
		I-A613609	201-45140-42600	SUPPLIES & MA DMV COUPLING	210731	2.98
	PROJ: J06-SM-PLUMB		REC CTR-GENERAL BLDG	SUPPLIES/MATERIAL-PLUMBING		
		I-A613621	201-45140-42600	SUPPLIES & MA CEMENT,COUPLING,VENT ELBOWS	210731	13.47
	PROJ: J06-SM-PLUMB		REC CTR-GENERAL BLDG	SUPPLIES/MATERIAL-PLUMBING		
		I-A613800	201-45140-42600	SUPPLIES & MA KEY	210731	2.99
	PROJ: J06-SM-OFFIC		REC CTR-GENERAL BLDG	SUPPLIES/MATERIAL-OFFICE		
		I-A613857	201-45140-42600	SUPPLIES & MA MOUSE GLUE TRAP	210731	5.49
	PROJ: J06-SM-OFFIC		REC CTR-GENERAL BLDG	SUPPLIES/MATERIAL-OFFICE		
		I-A614407	201-45140-42600	SUPPLIES & MA DRAIN OPENER	210731	18.99
	PROJ: J06-SM-JANIT		REC CTR-GENERAL BLDG	SUPPLIES/MATERIAL-JANITORIAL		

PACKET : 07727 07728 07729 07730

VENDOR SET: Mult

FUND : 201 PARK FUND

DEPARTMENT: 5140 RECREATION CENTER

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-02880	THUNE TRUE VALUE & APPL		continued			
		I-B313558	201-45140-42600	SUPPLIES & MA NUTS,BOLTS	210731	6.84
PROJ:	J06-SM-BLDG		REC CTR-GENERAL BLDG	SUPPLIES/MATERIAL-BLDG		
		I-B313688	201-45140-42600	SUPPLIES & MA STEP BIT	210731	57.99
PROJ:	J06-SM-EQUIP		REC CTR-GENERAL BLDG	SUPPLIES/MATERIAL-EQUIPMENT		
		I-B313916	201-45140-42600	SUPPLIES & MA COMB PADLOCK	210731	10.99
PROJ:	J06-SM-OFFIC		REC CTR-GENERAL BLDG	SUPPLIES/MATERIAL-OFFICE		
		I-B314197	201-45140-42600	SUPPLIES & MA BULBS	210731	18.99
PROJ:	J06-SM-BLDG		REC CTR-GENERAL BLDG	SUPPLIES/MATERIAL-BLDG		
01-04293	JCL SOLUTIONS					
		I-2029570	201-45140-42600	SUPPLIES & MA TOILET TISSUE,WHITE TOWELS,CLE	210653	383.50
PROJ:	J06-SM-JANIT		REC CTR-GENERAL BLDG	SUPPLIES/MATERIAL-JANITORIAL		
01-04950	MIDCONTINENT COMMUNICAT					
		I-BIL-571460	201-45140-42300	PUBLISHING 2025-26 USD BB SPOT ADS	210674	48.06
PROJ:	J08-MIDCO		REC CTR PUBLISHING	PUBLISHING-MIDCO		
		I-BIL-571664	201-45140-42300	PUBLISHING ADVERTISING	210674	300.00
PROJ:	J08-MIDCO		REC CTR PUBLISHING	PUBLISHING-MIDCO		
		I-BIL-571669	201-45140-42300	PUBLISHING ADVERTISING	210674	300.00
PROJ:	J08-MIDCO		REC CTR PUBLISHING	PUBLISHING-MIDCO		
		I-BIL-571674	201-45140-42300	PUBLISHING ADVERTISING	210674	200.00
PROJ:	J08-MIDCO		REC CTR PUBLISHING	PUBLISHING-MIDCO		
		I-BIL-573673	201-45140-42300	PUBLISHING JAN-MAR 26 P&R ADVERTISING	210674	567.00
PROJ:	J08-MIDCO		REC CTR PUBLISHING	PUBLISHING-MIDCO		
		I-BIL-573956	201-45140-42300	PUBLISHING 2025-26 SDSU BB AD SPOT PACKAG	210674	56.25
PROJ:	J08-MIDCO		REC CTR PUBLISHING	PUBLISHING-MIDCO		
		I-BIL-574399	201-45140-42300	PUBLISHING 2026 WST MNGMNT PHOENIX ADS	210674	65.00
PROJ:	J08-MIDCO		REC CTR PUBLISHING	PUBLISHING-MIDCO		
		I-BIL-574595	201-45140-42300	PUBLISHING 2026 WINTER OLYMPICS ADS	210674	525.00
PROJ:	J08-MIDCO		REC CTR PUBLISHING	PUBLISHING-MIDCO		
01-06750	MITCHELL TELECOM					
		I-11140280	201-45140-42800	UTILITIES ACCT #00037690-1	210683	121.65
PROJ:	J09-TV		REC CTR UTILITIES	UTILITIES-TV		
01-07716	SAGA COMMUNICATIONS OF					
		I-MCC-12602113074	201-45140-42300	PUBLISHING ADVERTISING	210714	1,500.00
PROJ:	J08-KMIT		REC CTR PUBLISHING	PUBLISHING-KMIT		
01-09126	IDENTISYS INC					
		I-756665	201-45140-42600	SUPPLIES & MA COMPATIBLE KEY TAGS	210645	380.00
PROJ:	J06-SM-OFFIC		REC CTR-GENERAL BLDG	SUPPLIES/MATERIAL-OFFICE		
01-09143	ICAN INC					
		I-132744	201-45140-42300	PUBLISHING ADVERTISING SPOTS AIRED	210644	250.00
PROJ:	J08-ICAN		REC CTR PUBLISHING	PUBLISHING-ICAN		
		I-132745	201-45140-42300	PUBLISHING ONLINE DIGITAL ADVERTISING	210644	500.00
PROJ:	J08-ICAN		REC CTR PUBLISHING	PUBLISHING-ICAN		

PACKET : 07727 07728 07729 07730
 VENDOR SET: Mult
 FUND : 201 PARK FUND
 DEPARTMENT: 5140 RECREATION CENTER
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-09633	STAPLES					
		I-6056876204	201-45140-42600	SUPPLIES & MA MICROFIBER CLOTHES	210725	37.50
PROJ: J06-SM-JANIT	REC CTR-GENERAL BLDG			SUPPLIES/MATERIAL-JANITORIAL		
		I-6057660460	201-45140-42600	SUPPLIES & MA CONSTRUCTION PAPER,WHITE PAPER	210725	42.96
PROJ: J07-SM-OFFIC	REC CTR-PRESCHOOL			SUPPLIES/MATERIAL-OFFICE		
		I-6057660461	201-45140-42600	SUPPLIES & MA CONSTRUCTION PAPER	210725	39.32
PROJ: J07-SM-OFFIC	REC CTR-PRESCHOOL			SUPPLIES/MATERIAL-OFFICE		
01-09703	AMAZON CAPITAL SERVICES					
		I-14M3-QYRP-MNQR	201-45140-42600	SUPPLIES & MA FOSNESS LOGO SHIRT,PT STAFF SH	000055	45.98
PROJ: J06-SM-OFFIC	REC CTR-GENERAL BLDG			SUPPLIES/MATERIAL-OFFICE		
		I-14M3-QYRP-MNQR	201-45140-42650	UNIFORMS FOSNESS LOGO SHIRT,PT STAFF SH	000055	61.61
PROJ: J10-ADAM	REC CTR UNIFORMS			UNIFORMS-ADAM		
		I-1JDW-M9C1-6GNC	201-45140-42601	CONCESSION SU CHIPS,MUNCHIES SNACK MIX	000055	134.58
PROJ: J05-CONC SUP	REC CTR CONCESSIONS			CONCESSION SUPPLY		
		I-1KJ6-HRNN-KVNT	201-45140-42600	SUPPLIES & MA LOOP BANDS,RESISTANCE BANDS	000055	176.04
PROJ: J06-SM-EQUIP	REC CTR-GENERAL BLDG			SUPPLIES/MATERIAL-EQUIPMENT		
		I-1LX3-TT4Q-H7M3	201-45140-42600	SUPPLIES & MA JUMP ROPES,PULLEYS,DUMBBELLS	000055	98.75
PROJ: J06-SM-EQUIP	REC CTR-GENERAL BLDG			SUPPLIES/MATERIAL-EQUIPMENT		
		I-1PYM-J33F-JC1C	201-45140-42600	SUPPLIES & MA PAPER CUPS	000055	62.68
PROJ: J06-SM-OFFIC	REC CTR-GENERAL BLDG			SUPPLIES/MATERIAL-OFFICE		
		I-1TGH-1XGD-MWTG	201-45140-42600	SUPPLIES & MA DUMBBELLS	000055	89.94
PROJ: J06-SM-EQUIP	REC CTR-GENERAL BLDG			SUPPLIES/MATERIAL-EQUIPMENT		
		I-1WLC-LMT6-WXD1	201-45140-42600	SUPPLIES & MA RESISTANT BATTERY	000055	132.66
PROJ: J06-SM-BLDG	REC CTR-GENERAL BLDG			SUPPLIES/MATERIAL-BLDG		
DEPARTMENT 5140 RECREATION CENTER					TOTAL:	16,691.22

PACKET : 07727 07728 07729 07730

VENDOR SET: Mult

FUND : 201 PARK FUND

DEPARTMENT: 5160 SPORTS COMPLEXES

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-00555	MICHAELS FENCE & SUPPLY					
		I-92391	201-45160-42600	SUPPLIES & MA OPENING ROLLING GATE	210671	870.00
	PROJ: H05-42600	SOFTBALL		SUPPLIES/MATERIALS		
01-01830	NORTHWESTERN ENERGY					
		I-2991007-2.02.26	201-45160-42800	UTILITIES 1001 N MINNESOTA GMTR	210691	1,898.49
	PROJ: H13-42800	ARENA-SOUTH RINK		UTILITIES		
01-02811	JONES SUPPLIES					
		I-156181	201-45160-42600	SUPPLIES & MA URINAL SCREENS,CLEANER,BATH TI	210656	806.52
	PROJ: H06-42600	ARENA-NORTH RINK		SUPPLIES-MATERIALS		
01-07423	DESIGNARC GROUP					
		I-2026-21 P.E. #2	201-45160-43300	CAPITAL IMPRO 2026-21 P.E. #2	210626	16,200.00
DEPARTMENT 5160 SPORTS COMPLEXES					TOTAL:	19,775.01

PACKET : 07727 07728 07729 07730

VENDOR SET: Mult

FUND : 201 PARK FUND

DEPARTMENT: 5210 PARKS

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-00356	QUALIFIED PRESORT SERVI	I-2279-1430	201-45210-42600	SUPPLIES & MA POSTAGE 02.17-27.2026	210707	0.78
01-00424	RUNNINGS SUPPLY INC	I-2224438	201-45210-42600	SUPPLIES & MA MILKHOUSE HEATER	210711	74.97
	PROJ: H51-42600	PARK SHOP		SUPPLIES/MATERIALS		
01-00445	CITY OF MITCHELL	I-04.000050.00.03.26	201-45210-42800	UTILITIES 5TH/N MAIN ST	210597	20.50
	PROJ: H82-42800	DOWNTOWN BEAUTIFCATION		UTILITIES		
	I-04.000900.00.03.26	201-45210-42800	UTILITIES	HITCHCOCK PARK	210597	483.03
	PROJ: H56-42800	HITCHCOCK PARK		UTILITIES		
	I-04.000960.00.03.26	201-45210-42800	UTILITIES	HITCHCOCK PARK OFFICE	210597	134.55
	PROJ: H51-42800	PARK SHOP		UTILITIES		
	I-04.001010.00.03.26	201-45210-42850	UTILITIES-VET	101 N MAIN ST	210597	65.60
	PROJ: H63-42850	VETERANS PARK		UTILITIES/VETERANS PARK		
	I-04.002000.00.03.26	201-45210-42800	UTILITIES	BELLA'S GARDEN	210597	205.00
	PROJ: H60-42800	NORTHRIDGE PARK		UTILITIES		
	I-04.002100.00.03.26	201-45210-42800	UTILITIES	PIONEER PARK	210597	65.60
	PROJ: H61-42800	PIONEER PARK		UTILITIES		
	I-04.002200.00.03.26	201-45210-42800	UTILITIES	PUBLIC BEACH	210597	65.60
	PROJ: H74-42800	PUBLIC BEACH		UTILITIES		
	I-04.002300.00.03.26	201-45210-42800	UTILITIES	800 E 11TH AVE	210597	73.03
	PROJ: H60-42800	NORTHRIDGE PARK		UTILITIES		
	I-04.002400.00.03.26	201-45210-42800	UTILITIES	745 N HARMON DR	210597	73.03
	PROJ: H76-42800	SANDY BEACH		UTILITIES		
	I-04.003111.00.03.26	201-45210-42800	UTILITIES	311 1/2 N HARMON DR	210597	52.53
	PROJ: H76-42800	SANDY BEACH		UTILITIES		
	I-04.003600.00.03.26	201-45210-42800	UTILITIES	KIWANIS WOODLOT PARK	210597	20.50
	PROJ: H71-42800	KIWANIS WOODLOT		UTILITIES		
	I-04.003950.00.03.26	201-45210-42800	UTILITIES	950 INDIAN VILLAGE RD	210597	52.53
	PROJ: H77-42800	SPORTSMANS CLUB		UTILITIES		
	I-04.004000.00.03.26	201-45210-42800	UTILITIES	2ND/MAIN IRRIGATION	210597	183.25
	PROJ: H82-42800	DOWNTOWN BEAUTIFCATION		UTILITIES		
	I-04.009700.00.03.26	201-45210-42800	UTILITIES	HITCHCOCK WOOD SHOP	210597	52.53
	PROJ: H51-42800	PARK SHOP		UTILITIES		
01-00469	GEOTEK ENGINEERING & TE	I-2025-34 P.E. #1	201-45210-42200	PROFESSIONAL 2025-34 P.E. #1	210637	3,700.00
01-00532	A-OX WELDING SUPPLY CO	I-0000345968	201-45210-42600	SUPPLIES & MA CO2 CYLINDER FILLS	210569	107.46
	PROJ: H51-42600	PARK SHOP		SUPPLIES/MATERIALS		
01-00538	DALE'S A-1 TRANSMISSION	I-46635	201-45210-42500	REPAIR & MAIN REBUILD TRANSMISSION ASSEMBLY	210620	2,478.95
	PROJ: H50-42500	PARKS EQUIPMENT		REPAIR/MAINTENANCE		
01-01193	KROHMER PLUMBING INC					

PACKET : 07727 07728 07729 07730

VENDOR SET: Mult

FUND : 201 PARK FUND

DEPARTMENT: 5210 PARKS

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-01193	KROHMER PLUMBING INC		continued			
		I-96423	201-45210-42500	REPAIR & MAIN REPLACE FLUSH VALVE FOR TOILET	210657	285.62
	PROJ: H87-42500		PATTON YOUNG	REPAIR-MAINTENANCE		
01-01199	AUTO VALUE MITCHELL					
		I-815071579	201-45210-42500	REPAIR & MAIN BATTERY,CORE RETURN,OIL FILTR	210576	292.77
	PROJ: H50-42500		PARKS EQUIPMENT	REPAIR/MAINTENANCE		
		I-815071611	201-45210-42600	SUPPLIES & MA HOSE CLAMPS,FLEXIBLE COOLANT	210576	20.37
	PROJ: H87-42600		PATTON YOUNG	SUPPLIES-MAINTENANCE		
01-01404	MITCHELL IRON & SUPPLY					
		I-88028	201-45210-42500	REPAIR & MAIN O-RINGS,BACKUP WASHER,U-CUP	210680	56.38
	PROJ: H50-42500		PARKS EQUIPMENT	REPAIR/MAINTENANCE		
01-01632	GAME TIME					
		I-INV-00102117	201-45210-43300	CAPITAL IMPRO GAINER PARK PLAYGROUND EQUIP	210636	64,720.23
01-01830	NORTHWESTERN ENERGY					
		I-2573053-2.03.26	201-45210-42800	UTILITIES 421 S FOSTER ST SHOP	210691	663.77
	PROJ: H51-42800		PARK SHOP	UTILITIES		
		I-2573054-0.03.26	201-45210-42800	UTILITIES 401 S FOSTER TNCT	210691	12.00
	PROJ: H56-42800		HITCHCOCK PARK	UTILITIES		
		I-2573055-7.03.26	201-45210-42800	UTILITIES 1001 E BIRCH AVE SW PWSP SHLTR	210691	23.91
	PROJ: H56-42800		HITCHCOCK PARK	UTILITIES		
		I-2573056-5.03.26	201-45210-42800	UTILITIES 1001 E BIRCH AVE PWSP CONC 5	210691	9.80
	PROJ: H56-42800		HITCHCOCK PARK	UTILITIES		
		I-2573203-3.03.26	201-45210-42800	UTILITIES 1001 E HANSON AVE UNIT 91013	210691	26.24
	PROJ: H56-42800		HITCHCOCK PARK	UTILITIES		
		I-2580826-2.02.26	201-45210-42800	UTILITIES 800 E 11TH AVE	210691	9.83
	PROJ: H60-42800		NORTHRIDGE PARK	UTILITIES		
		I-2581610-9.02.26	201-45210-42800	UTILITIES PUBLIC BEACH	210691	48.75
	PROJ: H74-42800		PUBLIC BEACH	UTILITIES		
		I-2581644-8.03.26	201-45210-42800	UTILITIES KIWANIS WOODLOT	210691	39.20
	PROJ: H71-42800		KIWANIS WOODLOT	UTILITIES		
		I-2581647-1.02.26	201-45210-42800	UTILITIES 950 INDIAN VILLAGE RD	210691	27.05
	PROJ: H77-42800		SPORTSMANS CLUB	UTILITIES		
		I-2581648-9.02.26	201-45210-42800	UTILITIES ACCESS LOT LITE	210691	9.83
	PROJ: H79-42800		LAKE PARK ACCESS AREAS	UTILITIES		
		I-2581649-7.02.26	201-45210-42800	UTILITIES DAY CAMP	210691	49.26
	PROJ: H67-42800		DAY CAMP	UTILITIES		
		I-2582639-7.02.26	201-45210-42800	UTILITIES PATTON YOUNG	210691	176.63
	PROJ: H87-42800		PATTON YOUNG	UTILITIES		
		I-2583204-9.02.26	201-45210-42800	UTILITIES 1201 S MINNESOTA PARK JENNEWEI	210691	16.59
	PROJ: H58-42800		JENNEWEIN PARK	UTILITIES		
		I-2584325-1.02.26	201-45210-42800	UTILITIES 1300 S ROWLEY ST PARK PIONEER	210691	17.40
	PROJ: H62-42800		ROTARY PARK	UTILITIES		
		I-2584526-4.02.26	201-45210-42800	UTILITIES DRY RUN RESTROOM 20	210691	12.00
	PROJ: H55-42800		DRY RUN CREEK PARK	UTILITIES		
		I-2707036-6.03.26	201-45210-42800	UTILITIES W TENNIS COURT 11	210691	12.00
	PROJ: H56-42800		HITCHCOCK PARK	UTILITIES		

PACKET : 07727 07728 07729 07730

VENDOR SET: Mult

FUND : 201 PARK FUND

DEPARTMENT: 5210 PARKS

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-01830	NORTHWESTERN ENERGY		continued			
		I-2748483-1.02.26	201-45210-42800	UTILITIES ACCESS LOT METER	210691	12.00
PROJ: H79-42800		LAKE PARK ACCESS AREAS		UTILITIES		
		I-2787841-2.03.26	201-45210-42800	UTILITIES 421 S FOSTER SHOP	210691	330.91
PROJ: H51-42800		PARK SHOP		UTILITIES		
		I-2787842-0.03.26	201-45210-42800	UTILITIES 1001 E BIRCH AVE LT SB	210691	6.71
PROJ: H56-42800		HITCHCOCK PARK		UTILITIES		
		I-2810876-9.03.26	201-45210-42800	UTILITIES 1001 E HANSON AVE PWSP SHLTR	210691	18.13
PROJ: H56-42800		HITCHCOCK PARK		UTILITIES		
		I-2967874-5.02.26	201-45210-42800	UTILITIES 3100 INDIAN VILLAGE RD	210691	49.76
PROJ: H65-42800		AMPHITHEATER		UTILITIES		
		I-2973566-9.02.26	201-45210-42800	UTILITIES 621 N MAIN ST	210691	15.71
PROJ: H62-42800		ROTARY PARK		UTILITIES		
		I-3045799-8.02.26	201-45210-42800	UTILITIES 311 1/2 N HARMON	210691	52.25
PROJ: H66-42800		CAMP ARROYA		UTILITIES		
		I-3328555-2.02.26	201-45210-42800	UTILITIES 425 S BURR	210691	77.39
PROJ: H55-42800		DRY RUN CREEK PARK		UTILITIES		
		I-3449572-1.02.26	201-45210-42850	UTILITIES-VET 101 N MAIN ST	210691	77.22
PROJ: H63-42850		VETERANS PARK		UTILITIES/VETERANS PARK		
		I-3600484-4.02.26	201-45210-42800	UTILITIES 745 N HARMON DR RSTA	210691	25.20
PROJ: H76-42800		SANDY BEACH		UTILITIES		
		I-3975325-6.02.26	201-45210-42800	UTILITIES 612 W ASH AVE	210691	55.68
PROJ: H55-42800		DRY RUN CREEK PARK		UTILITIES		
		I-4345227-5.02.26	201-45210-42800	UTILITIES JETTY PARKING LOT	210691	12.00
PROJ: H78-42800		WEST END BOAT LAUNCH		UTILITIES		
01-01944	PFEIFER IMPLEMENT CO IN					
		I-01-207584	201-45210-43400	CAPITAL EQUIP BOBCAT 72" MOWER	210705	6,236.96
PROJ: H50-43400		PARKS EQUIPMENT		CAPITAL EQUIPMENT		
01-01964	DAKOTA SUPPLY GROUP					
		I-S105462518.001	201-45210-42600	SUPPLIES & MA PATTON YOUNG SINK	210619	270.32
PROJ: H87-42600		PATTON YOUNG		SUPPLIES-MAINTENANCE		
01-02679	MENARD'S INC					
		I-1012	201-45210-42600	SUPPLIES & MA THICKDECK, CEDAR RUSTIC SOLID	210668	26.87
PROJ: H56-42600		HITCHCOCK PARK		SUPPLIES/MATERIALS		
		I-1383	201-45210-42600	SUPPLIES & MA QUAD-FOLD LED	210668	101.04
PROJ: H51-42600		PARK SHOP		SUPPLIES/MATERIALS		
		I-1552	201-45210-42600	SUPPLIES & MA WAX BOWL RING, FOLDING SAW	210668	43.46
PROJ: H87-42600		PATTON YOUNG		SUPPLIES-MAINTENANCE		
01-04774	HUBERT COMPANY					
		I-500004	201-45210-42600	SUPPLIES & MA CORKBOARD BULLETIN BOARD	210643	655.96
PROJ: H56-42600		HITCHCOCK PARK		SUPPLIES/MATERIALS		
01-09703	AMAZON CAPITAL SERVICES					
		I-16RM-Y7DW-CCFR	201-45210-42600	SUPPLIES & MA CANOPY CEILING LIGHTS	000055	89.90
PROJ: H51-42600		PARK SHOP		SUPPLIES/MATERIALS		

PACKET : 07727 07728 07729 07730

VENDOR SET: Mult

FUND : 201 PARK FUND

DEPARTMENT: 5210 PARKS

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10594	MIILLER ELECTRIC					
		I-02202026	201-45210-42500	REPAIR & MAIN LAKE JETTY LIGHTING CIRCUITS	210677	2,490.00
	PROJ: H78-42500		WEST END BOAT LAUNCH	REPAIR AND MAINTENANCE		
					DEPARTMENT 5210 PARKS	TOTAL: 85,086.54

PACKET : 07727 07728 07729 07730

VENDOR SET: Mult

FUND : 201 PARK FUND

DEPARTMENT: 5220 SUPERVISION

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-06750	MITCHELL TELECOM	I-11136729	201-45220-42800	UTILITIES ACCT #00223662-2	210683	0.48
					DEPARTMENT 5220 SUPERVISION	TOTAL: 0.48
					FUND 201 PARK FUND	TOTAL: 122,128.43

PACKET : 07727 07728 07729 07730
 VENDOR SET: Mult
 FUND : 211 ENTERTAINMENT TAX
 DEPARTMENT: 6311 ENTERTAINMENT TAX
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-01396	MITCHELL CONVENTION & V	I-03012026	211-46311-42960	CONV VISITORS MAR 2026 ENTERTAINMENT TAX DIS	210679	21,875.00
01-02485	SCHOENFELDER CONSTRUCTI	I-2023-21 P.E. #7	211-46311-42963	COMMUNITY PRO 2023-21 P.E. #7	210716	42,637.96
				DEPARTMENT 6311 ENTERTAINMENT TAX	TOTAL:	64,512.96
				FUND 211 ENTERTAINMENT TAX	TOTAL:	64,512.96

PACKET : 07727 07728 07729 07730
 VENDOR SET: Mult
 FUND : 214 E-911 EMERGENCY
 DEPARTMENT: 3500 E-911
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-04308	SANTEL COMMUNICATIONS C	I-11169993	214-43500-42800	UTILITIES - T ACCT #00212623-2	210715	30.00
01-06750	MITCHELL TELECOM	I-11136729	214-43500-42800	UTILITIES - T ACCT #00223662-2	210683	11.23
		I-11137018	214-43500-42800	UTILITIES - T ACCT #00024899-5	210683	82.93
01-08252	CORPORATE TRANSLATION S	I-325784	214-43500-42200	PROFESSIONAL FEB 2026 TRANSLATION SERVICES	210659	3.42
01-09703	AMAZON CAPITAL SERVICES	C-1Y77-M41T-WMQN	214-43500-42600	SUPPLIES & MA RETURNED PHONE CASE	000055	19.99-
01-10486	AT&T MOBILITY - POLICE	I-9001X02232026	214-43500-42800	UTILITIES - T ACCT #287283989001	210575	46.52
					DEPARTMENT 3500 E-911	TOTAL: 154.11
					FUND 214 E-911 EMERGENCY	TOTAL: 154.11

PACKET : 07727 07728 07729 07730

VENDOR SET: Mult

FUND : 218 COMMUNITY SERVICES

DEPARTMENT: 5150 PALACE TRANSIT

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-00445	CITY OF MITCHELL					
		I-04.000200.00.03.26	218-45150-42810	UTILITIES-GAR BUS BARN/CASH WASH	210597	332.76
	PROJ: E01-GAUT	5311-FY18/19		Garage Utilities		
01-01198	SIGN PRO					
		I-76512	218-45150-42320	ADVERTISING TRANSIT BUS VINYL ADS	210723	564.00
	PROJ: E01-ADS	5311-FY18/19		Marketing/Ads/Promotion		
01-01199	AUTO VALUE MITCHELL					
		I-815070565	218-45150-42500	REPAIR AND MA OIL FILTERS,BALL ASSEMBLY,DISC	210576	552.94
	PROJ: E01-MAINT	5311-FY18/19		Maintenance/Repairs		
01-01322	LARRY'S I-90 SERVICE IN					
		I-110591	218-45150-42610	GAS OIL TIRES TRANSFORCE TIRES	210660	677.68
	PROJ: E01-TIR	5311-FY18/19		Tires		
		I-110699	218-45150-42610	GAS OIL TIRES REPLACED ONE TIRE	210660	156.52
	PROJ: E01-TIR	5311-FY18/19		Tires		
01-03498	COLUMN SOFTWARE PBC					
		I-35882B15-0309	218-45150-42320	ADVERTISING GENERAL PUBLIC NOTICES	210606	16.74
	PROJ: E01-ADS	5311-FY18/19		Marketing/Ads/Promotion		
		I-35882B15-0313	218-45150-42320	ADVERTISING REQUEST FOR PROPOSALS	210606	16.44
	PROJ: E01-ADS	5311-FY18/19		Marketing/Ads/Promotion		
01-06750	MITCHELL TELECOM					
		I-11136729	218-45150-42800	UTILITIES ACCT #00223662-2	210683	3.37
	PROJ: E01-OFFUT	5311-FY18/19		Office Utilities		
01-07346	CAPITAL JOURNAL					
		I-35882B15-0314	218-45150-42320	ADVERTISING REQUEST FOR PROPOSALS	210589	23.08
	PROJ: E01-ADS	5311-FY18/19		Marketing/Ads/Promotion		
01-07987	AT&T MOBILITY - PALACE					
		I-3882X02232026	218-45150-42920	COMPUTER SOFT ACCT #287298243882	210574	1,224.41
	PROJ: E01-SHAH	5311-FY18/19		Tablet/Radio Contract		
		I-3882X02232026	218-45150-42800	UTILITIES ACCT #287298243882	210574	68.76
	PROJ: E01-OFFUT	5311-FY18/19		Office Utilities		
01-09703	AMAZON CAPITAL SERVICES					
		I-1D3T-39FK-TK1C	218-45150-42600	SUPPLIES & MA MOUSEPAD,HEADSET EARPIECE,GLOV	000055	17.39
	PROJ: E01-OFFSUP	5311-FY18/19		Office Supplies		
DEPARTMENT 5150 PALACE TRANSIT					TOTAL:	3,654.09

PACKET : 07727 07728 07729 07730

VENDOR SET: Mult

FUND : 218 COMMUNITY SERVICES

DEPARTMENT: 5180 JVCC

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-00140	AL'S ENGRAVING					
		I-19758	218-45180-42600	SUPPLIES & MA ALETHEIA NAME PLATE	210571	6.95
01-00445	CITY OF MITCHELL					
		I-04.001400.00.03.26	218-45180-42800	UTILITIES 300 W 1ST AVE	210597	589.75
01-01830	NORTHWESTERN ENERGY					
		I-3358242-0.03.26	218-45180-42800	UTILITIES 300 W 1ST AVE	210691	2,102.08
01-02679	MENARD'S INC					
		I-1349	218-45180-42500	REPAIR & MAIN FLOOR TILE	210668	4.77
01-06750	MITCHELL TELECOM					
		I-11139411	218-45180-42800	UTILITIES ACCT #00203465-1	210683	177.75
01-07987	AT&T MOBILITY - PALACE					
		I-3882X02232026	218-45180-42800	UTILITIES ACCT #287298243882	210574	17.19
					DEPARTMENT 5180 JVCC	TOTAL: 2,898.49
					FUND 218 COMMUNITY SERVICES	TOTAL: 6,552.58

PACKET : 07727 07728 07729 07730

VENDOR SET: Mult

FUND : 219 NUTRITION

DEPARTMENT: 5140 NUTRITION

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-00483	COUNTY FAIR					
		I-03022026	219-45140-42911	CONTRACT SERV FEB 2026 SR MEALS	210612	1,104.00
01-01221	MT VERNON SCHOOL DISTRI					
		I-02262026	219-45140-42911	CONTRACT SERV FEB 2026 SR MEALS-MT VERNON	210686	131.00
01-06232	COBORNS INC					
		I-03032026	219-45140-42911	CONTRACT SERV FEB 2026 SR MEALS	210604	1,040.75
01-06750	MITCHELL TELECOM					
		I-11136729	219-45140-42800	UTILITIES ACCT #00223662-2	210683	0.07
01-07987	AT&T MOBILITY - PALACE					
		I-3882X02232026	219-45140-42800	UTILITIES ACCT #287298243882	210574	17.19
01-09069	BIG DADDY D'S INC					
		I-02272026	219-45140-42911	CONTRACT SERV SR MEALS 02.23-27.2026	210585	1,845.00
		I-1042	219-45140-42911	CONTRACT SERV SR MEALS 02.17-20.2026	210585	1,447.50
01-09703	AMAZON CAPITAL SERVICES					
		I-1D3T-39FK-TK1C	219-45140-42600	SUPPLIES & MA MOUSEPAD,HEADSET EARPIECE,GLOV 000055		5.99
		I-1D3T-39FK-TK1C	219-45140-42605	MEAL SUPPLIES MOUSEPAD,HEADSET EARPIECE,GLOV 000055		86.46
01-10569	THE DUGOUT					
		I-03022026	219-45140-42911	CONTRACT SERV FEB 2026 SR MEALS-TRIPP	210627	3,285.00
					DEPARTMENT 5140 NUTRITION	TOTAL: 8,962.96
					FUND 219 NUTRITION	TOTAL: 8,962.96

PACKET : 07727 07728 07729 07730

VENDOR SET: Mult

FUND : 230 AIRPORT

DEPARTMENT: 3500 AIRPORT

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-00130	DAVISON COUNTY TREASURE	I-03042026	230-43500-43415	UTV 2025 CAN AM TITLE,PLATE,REG	210623	28.70
01-00436	CHS INC	I-IG4672	230-43500-42610	GAS & OIL AIRPORT UNLEADED GAS	210596	91.94
01-00445	CITY OF MITCHELL	I-04.000100.00.03.26	230-43500-42830	UTILITIES-WAT AIRPORT SHOP	210597	52.53
		I-04.000111.00.03.26	230-43500-42830	UTILITIES-WAT AIRPORT CRASH STN	210597	52.53
01-01140	IVERSON POWERSPORTS	I-32034	230-43500-43415	UTV LEVER,ADJSTBL LCNS PLATE,MIRRO	210652	1,247.85
01-01830	NORTHWESTERN ENERGY	I-2585924-0.02.26	230-43500-42800	UTILITIES MITCHELL AIRPORT	210691	178.73
		I-2585926-5.02.26	230-43500-42800	UTILITIES AIRPORT SECURITY GATE	210691	13.68
		I-2585934-9.02.26	230-43500-42800	UTILITIES MITCHELL AIRPORT 5	210691	631.63
		I-2585936-4.02.26	230-43500-42800	UTILITIES 5971 AIRPORT RD BLDG 24	210691	223.39
		I-2585992-7.02.26	230-43500-42800	UTILITIES 6601 N MAIN	210691	1,002.72
		I-2830030-9.02.26	230-43500-42800	UTILITIES ND RD AND HWY 37 AP SIGN	210691	12.00
01-03100	CENTURY LINK	I-333866399.02.26	230-43500-42800	UTILITIES ACCT #333866399	210594	73.33
01-06750	MITCHELL TELECOM	I-11140865	230-43500-42800	UTILITIES ACCT #00248999-0	210683	77.95
01-08691	QUALITY CUT LAWN & TREE	I-2024-22RPE#6-2025	230-43500-42520	SNOW REMOVAL 2024-22R P.E. #6-2025	210708	10,000.00
					DEPARTMENT 3500 AIRPORT	TOTAL: 13,686.98
					FUND 230 AIRPORT	TOTAL: 13,686.98

PACKET : 07727 07728 07729 07730

VENDOR SET: Mult

FUND : 602 WATER

DEPARTMENT: 3330 WATER TREATMENT PLANT

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-00445	CITY OF MITCHELL					
		I-04.001900.00.03.26	602-43330-42830	UTILITIES-WAT 2800 N MAIN ST	210597	465.04
01-01830	NORTHWESTERN ENERGY					
		I-2585902-6.02.26	602-43330-42800	UTILITIES 2800 N MAIN ST	210691	4,432.96
		I-2586002-4.02.26	602-43330-42800	UTILITIES N LAKE MITCHELL	210691	210.45
		I-4240509-2.02.26	602-43330-42800	UTILITIES 41008 256TH ST	210691	530.24
01-02470	CORE & MAIN LP					
		I-INV0027064	602-43330-42600	SUPPLIES & MA CHLORINE TABS	210608	119.22
01-02679	MENARD'S INC					
		C-1660	602-43330-42600	SUPPLIES & MA RETURNED SOCKET TRAYS	210668	25.96-
01-04692	B-Y WATER DISTRICT					
		I-06771.03.26	602-43330-42850	B-Y WATER CHA FEB 2026 WATER USAGE	210582	60,489.76
DEPARTMENT 3330 WATER TREATMENT PLANT					TOTAL:	66,221.71

9/12/2026 9:53 AM
 PACKET : 07727 07728 07729 07730
 VENDOR SET: Mult
 FUND : 602 WATER
 DEPARTMENT: 3340 WATER DISTRIBUTION
 BUDGET TO USE: CB-CURRENT BUDGET

REGULAR DEPARTMENT PAYMENT REGISTER

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-00356	QUALIFIED PRESORT SERVI	I-2279-1430	602-43340-42660	POSTAGE POSTAGE 02.17-27.2026	210707	18.46
01-00424	RUNNINGS SUPPLY INC	I-2224771	602-43340-42600	SUPPLIES & MA CABLE TIES	210711	8.89
		I-2224940	602-43340-42600	SUPPLIES & MA SPADE BIT, STEEL BOXES, BULK BIN	210711	8.96
		I-2224975	602-43340-42600	SUPPLIES & MA WIRE STRIPPER	210711	14.79
		I-2226266	602-43340-42600	SUPPLIES & MA BATTERY, PUNCH PINS, TAPER	210711	36.56
		I-2228173	602-43340-42600	SUPPLIES & MA CYLINDRICAL RADIUS, SEALANT, STE	210711	25.26
		I-2228605	602-43340-42600	SUPPLIES & MA BATTERY RESISTANT	210711	198.00
		I-2229476	602-43340-42650	UNIFORMS TRONNES JEANS, LOGOD TEES	210711	149.96
01-00445	CITY OF MITCHELL	I-04.001800.00.03.26	602-43340-42830	UTILITIES-WAT WATER SHOP	210597	120.88
01-00532	A-OX WELDING SUPPLY CO	I-0000345959	602-43340-42600	SUPPLIES & MA CO2 CYLINDER FILL	210569	23.76
01-00786	SOUTH DAKOTA 811	I-SD26-00287	602-43340-42200	LOCATES FEB 2026 MESSAGE FEES	210724	40.43
01-01239	BUTLER MACHINERY INC	I-13PS0091623	602-43340-42500	REPAIR & MAIN CONTROL GP-X	210588	453.24
01-01590	MCLEOD'S PRINTING	I-91391	602-43340-42910	BILLING OFFIC ENVELOPES	210667	121.25
01-01830	NORTHWESTERN ENERGY	I-2958403-4.02.26	602-43340-42800	UTILITIES 1800 VAN DYKE DR	210691	1,090.43
01-02170	DAVISON COUNTY REGISTER	I-02062026	602-43340-43200	BUILDINGS GROUND TANK STORAGE EASEMENT	210622	36.00
01-02470	CORE & MAIN LP	I-Y472785	602-43340-42600	SUPPLIES & MA 4" DROP IN ASSEMBLY	210608	7,710.00
		I-Y596365	602-43340-42600	SUPPLIES & MA PVC C900 DR18 PIPE 20' GASKET	210608	37,408.00
		I-Y596700	602-43340-42600	SUPPLIES & MA RUBBER METER GASKET	210608	124.00
		I-Y609284	602-43340-42525	HYDRANT REPAI VALVE SET, DRAIN PLUNGER, RING	210608	1,514.25
		I-Y632401	602-43340-42600	SUPPLIES & MA 4" DROP IN ASSEMBLY	210608	3,980.00
01-02485	SCHOENFELDER CONSTRUCTI	I-2023-21 P.E. #7	602-43340-43338	2ND, 4TH, RAI 2023-21 P.E. #7	210716	19,552.43
01-02679	MENARD'S INC	I-1456	602-43340-42600	SUPPLIES & MA TOOLBOX, SOCKET TRAY, DRIMPSKT	210668	77.90
01-09869	MCLAURY ENGINEERING INC	I-2026-3 P.E. #2	602-43340-42225	PROFESSIONAL 2026-3 P.E. #2	210666	6,733.75
DEPARTMENT 3340 WATER DISTRIBUTION					TOTAL:	79,447.20

PACKET : 07727 07728 07729 07730

VENDOR SET: Mult

FUND : 604 SEWER

DEPARTMENT: 3200 WASTE WATER TREATMENT

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-00008	ELFSTRAND'S ACE HARDWAR	I-78038	604-43200-42600	SUPPLIES LAWNMOWER OIL,BLADE	210630	51.98
01-00356	QUALIFIED PRESORT SERVI	I-2279-1430	604-43200-42660	POSTAGE POSTAGE 02.17-27.2026	210707	18.46
01-00424	RUNNINGS SUPPLY INC	I-2228967	604-43200-42600	SUPPLIES BLADE FUSES KIT	210711	9.99
		I-2229196	604-43200-42600	SUPPLIES FLY SPRAY	210711	31.98
01-00428	CARQUEST AUTO PARTS INC	I-4977-353567	604-43200-42600	SUPPLIES BATTERY CABLE,LUGS, TOPPOSTEND	210590	49.00
01-00445	CITY OF MITCHELL	I-04.001500.00.03.26	604-43200-42830	UTILITIES-WAT 2141 E HAVENS AVE	210597	257.57
01-00469	GEOTEK ENGINEERING & TE	I-2022-1 P.E. #18A	604-43200-43310	SOUTH PLANT I 2022-1 P.E. #18A	210637	230.00
01-01021	JOHN T JONES CONSTRUCTI	I-2022-1 P.E. #19	604-43200-43310	SOUTH PLANT I 2022-1 P.E. #19	210654	833,163.19
01-01117	FLEETPRIDE	I-132533693	604-43200-42600	SUPPLIES TRAILER FLAG	210633	11.09
01-01199	AUTO VALUE MITCHELL	I-815071217	604-43200-42600	SUPPLIES OIL FILTER	210576	7.05
		I-815071578	604-43200-42600	SUPPLIES OIL FILTER	210576	7.05
01-01450	MUTH ELECTRIC INC	I-808173	604-43200-42500	REPAIRS TESTED MOTOR,CONTROLS	210688	683.20
		I-808376	604-43200-42500	REPAIRS TRIPPED E BUILDING HEADWORKS	210688	144.08
01-02143	HDR ENGINEERING INC	I-2022-1 P.E. #38	604-43200-43310	SOUTH PLANT I 2022-1 P.E. #38	210640	65,829.18
01-02679	MENARD'S INC	I-1564	604-43200-42600	SUPPLIES GOOD & CLEAN WIPES	210668	15.96
DEPARTMENT 3200 WASTE WATER TREATMENT					TOTAL:	900,509.78

PACKET : 07727 07728 07729 07730

VENDOR SET: Mult

FUND : 604 SEWER

DEPARTMENT: 3210 WASTE WATER IND PRETREAT

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-02804	TMA STORES	I-114003	604-43210-42500	REPAIRS & MAI OIL CHANGE,FLAT TIRE REPAIR	210733	121.66
DEPARTMENT 3210 WASTE WATER IND PRETREAT TOTAL:						121.66

PACKET : 07727 07728 07729 07730

VENDOR SET: Mult

FUND : 604 SEWER

DEPARTMENT: 3250 WASTE WATER COLLECTION

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-00008	ELFSTRAND'S ACE HARDWAR					
		I-76911	604-43250-42600	SUPPLIES CLEANER DRAIN ROOT	210630	39.98
		I-77457	604-43250-42600	SUPPLIES SEARCH LIGHT	210630	119.00
01-00236	BENDER SEWER & DRAIN LL					
		I-39748	604-43250-43317	CIPP MAINLINE CAMERA AT 600 S MINN	210584	425.00
01-00424	RUNNINGS SUPPLY INC					
		I-2229195	604-43250-42600	SUPPLIES DIGITAL MULTIMETER AUTORANGE	210711	91.99
01-00428	CARQUEST AUTO PARTS INC					
		I-4977-351916	604-43250-42600	SUPPLIES CHERRY BOMB	210590	27.33
		I-4977-353520	604-43250-42600	SUPPLIES BATTERY	210590	178.90
01-00525	DAKOTA PUMP					
		I-12743	604-43250-42950	SCADA FEES CLOUD 9 ANNUAL CONTRACT RENEW	210618	8,821.80
01-00786	SOUTH DAKOTA 811					
		I-SD26-00287	604-43250-42200	PROFESSIONAL FEB 2026 MESSAGE FEES	210724	40.42
01-01450	MUTH ELECTRIC INC					
		I-808177	604-43250-42500	REPAIRS LIFT STATION PIT HEATER REPLCD	210688	926.63
		I-808826	604-43250-42500	REPAIRS WW LAGOON MIXER TRIPPING	210688	212.65
01-01590	MCLEOD'S PRINTING					
		I-91391	604-43250-42910	BILLING OFFIC ENVELOPES	210667	121.25
01-01830	NORTHWESTERN ENERGY					
		I-2579460-3.02.26	604-43250-42800	UTILITIES N SANBORN AND 13TH AVE	210691	201.97
		I-2581214-0.02.26	604-43250-42800	UTILITIES N FOSTER ST	210691	942.42
		I-2581292-6.02.26	604-43250-42800	UTILITIES 2141 E HAVENS ST PLNT SWR	210691	11,585.86
		I-2581650-5.02.26	604-43250-42800	UTILITIES KIPPES CV	210691	158.60
		I-2581719-8.02.26	604-43250-42800	UTILITIES 3600 N OHLMAN ST	210691	419.48
		I-2581747-9.02.26	604-43250-42800	UTILITIES S HARMON DR	210691	61.25
		I-2828568-2.02.26	604-43250-42800	UTILITIES 5709 ISLAND CT	210691	30.29
		I-3907866-2.02.26	604-43250-42800	UTILITIES 1040 N HARMON DR LIFT	210691	287.23
		I-4276036-3.02.26	604-43250-42800	UTILITIES 1527 W 23RD AVE	210691	459.20
		I-4328427-2.03.26	604-43250-42800	UTILITIES 1529 NURSIA DR	210691	177.58
01-02485	SCHOENFELDER CONSTRUCTI					
		I-2023-21 P.E. #7	604-43250-43343	2ND, 4TH, & R 2023-21 P.E. #7	210716	12,103.88
01-02679	MENARD'S INC					
		I-1182	604-43250-42600	SUPPLIES LEADER HOSE	210668	12.99
		I-1345	604-43250-42600	SUPPLIES ANGEL SOFT	210668	21.98
01-03574	INDUSTRIAL CHEM LABS &					
		I-425730	604-43250-42600	SUPPLIES LIFT STATION DEGREASER	210646	558.78

PACKET : 07727 07728 07729 07730

VENDOR SET: Mult

FUND : 604 SEWER

DEPARTMENT: 3250 WASTE WATER COLLECTION

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-06750	MITCHELL TELECOM					
		I-11136729	604-43250-42800	UTILITIES ACCT #00223662-2	210683	0.50
01-09869	MCLAURY ENGINEERING INC					
		I-2026-3 P.E. #2	604-43250-43352	6TH AVE-LAWLE 2026-3 P.E. #2	210666	6,733.75
					DEPARTMENT 3250 WASTE WATER COLLECTION TOTAL:	44,760.71
					FUND 604 SEWER TOTAL:	945,392.15

PACKET : 07727 07728 07729 07730

VENDOR SET: Mult

FUND : 612 SANITATION

DEPARTMENT: 3220 RECYCLING PROGRAM

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-00424	RUNNINGS SUPPLY INC	I-2227065	612-43220-42650	UNIFORMS HECKENLAIBLE GLOVES, JEANS	210711	38.97
01-01199	AUTO VALUE MITCHELL	I-815071213	612-43220-42600	SUPPLIES FUEL FILTER	210576	55.40
	PROJ: L92-42600	178		SUPPLIES MATERIALS		
01-06656	PREMIER PEST CONTROL LL	I-56541	612-43220-42500	REPAIR & MAIN FEB 2026 PEST CONTROL	210706	275.00
01-08380	PETERBILT OF SIOUX FALL	C-A747245	612-43220-42500	REPAIR & MAIN CORE CREDIT	210704	100.00-
	PROJ: L92-42500	178		REPAIR MAINTENANCE		
	I-A747246	178	612-43220-42500	REPAIR & MAIN AIR COMPRESSOR KIT, GROMMET, ORI	210704	2,168.53
	PROJ: L92-42500	178		REPAIR MAINTENANCE		
	I-A747247	178	612-43220-42500	REPAIR & MAIN CORE	210704	250.00
	PROJ: L92-42500	178		REPAIR MAINTENANCE		
	I-A747250	178	612-43220-42500	REPAIR & MAIN DRIVE WINDOW LIFT SWITCH	210704	104.85
	PROJ: L92-42500	178		REPAIR MAINTENANCE		
DEPARTMENT 3220 RECYCLING PROGRAM					TOTAL:	2,792.75

PACKET : 07727 07728 07729 07730
VENDOR SET: Mult
FUND : 612 SANITATION
DEPARTMENT: 3230 WASTE COLLECTION
BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-00356	QUALIFIED PRESORT SERVI	I-2279-1430	612-43230-42660	POSTAGE POSTAGE 02.17-27.2026	210707	18.46
01-00712	NAPA CENTRAL	I-825522	612-43230-42600	SUPPLIES FUEL FILTERS	210689	93.46
	PROJ: L98-42600	175		SUPPLIES MATERIALS		
		I-825609	612-43230-42600	SUPPLIES FUEL FILTER	210689	44.50
	PROJ: L98-42600	175		SUPPLIES MATERIALS		
01-00917	DAKOTA FLUID POWER INC	I-7435623	612-43230-42600	SUPPLIES MEGACRIMPLE COUPLING,REEL	210615	2,463.90
	PROJ: L98-42600	175		SUPPLIES MATERIALS		
01-01117	FLEETPRIDE	I-132413895	612-43230-42500	REPAIRS AIR DRYER CARTRIDGE KIT	210633	140.99
	PROJ: L98-42500	175		REPAIR MAINTENANCE		
01-01199	AUTO VALUE MITCHELL	I-815071215	612-43230-42600	SUPPLIES GREASE SEALS SETS	210576	147.52
	PROJ: L98-42600	175		SUPPLIES MATERIALS		
01-01590	MCLEOD'S PRINTING	I-91391	612-43230-42910	BILLING OFFIC ENVELOPES	210667	121.25
01-08380	PETERBILT OF SIOUX FALL	I-A747036	612-43230-42500	REPAIRS WEAR SLEEVE INSTALLER	210704	163.63
	PROJ: L3A-42500	950		REPAIR MAINTENANCE		
DEPARTMENT 3230 WASTE COLLECTION					TOTAL:	3,193.71

PACKET : 07727 07728 07729 07730

VENDOR SET: Mult

FUND : 612 SANITATION

DEPARTMENT: 3240 LANDFILL

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-00469	GEOTEK ENGINEERING & TE					
		I-2026-28 P.E. #1	612-43240-42205	MONITOR GROUN 2026-28 P.E. #1	210637	6,300.00
		I-2026-29 P.E. #2	612-43240-42550	LAB FEES 2026-29 P.E. #2	210637	1,232.50
01-00712	NAPA CENTRAL					
		C-825644	612-43240-42600	SUPPLIES RETURNED FUEL FILTER	210689	37.15-
01-01239	BUTLER MACHINERY INC					
		I-29W00026191	612-43240-42800	UTILITIES ACTIVATE VISION LINK PERFORMAN	210588	300.00
01-02017	DAVISON RURAL WATER SYS					
		I-5095.03.26	612-43240-42800	UTILITIES FEB 2026 WATER USAGE	210624	71.15
01-02484	DARRINGTON WATER COND					
		I-49197.02.26	612-43240-42500	REPAIR AND MA WATER COOLER RENTAL	210621	63.00
01-02527	TRANSOURCE					
		I-41P70533	612-43240-42500	REPAIR AND MA SENSOR DEF TEMP/LEVEL	210735	1,500.15
	PROJ: L3C-42500	197		REPAIR MAINTENANCE		
01-02880	THUNE TRUE VALUE & APPL					
		I-B313531A	612-43240-42600	SUPPLIES AIR DUSTERS	210731	19.98
01-02939	SD DEPARTMENT OF AGRICU					
		I-03012026	612-43240-42210	STATE GARBAGE FEB 2026 SOLID WASTE SURCHARGE	210717	2,683.56
01-09509	INNOVATIVE OFFICE SOLUT					
		I-IN5058954	612-43240-42600	SUPPLIES PAPER,CLIPBOARDS,LEGAL PADS	210649	134.36
					DEPARTMENT 3240 LANDFILL	TOTAL: 12,267.55
					FUND 612 SANITATION	TOTAL: 18,254.01

PACKET : 07727 07728 07729 07730

VENDOR SET: Mult

FUND : 613 CORN PALACE

DEPARTMENT: 5650 CORN PALACE

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-00424	RUNNINGS SUPPLY INC	I-2224830	613-45650-42600	SUPPLIES & MA SEALED BATTERY	210711	24.99
01-00445	CITY OF MITCHELL	I-04.000700.00.03.26	613-45650-42800	UTILITIES 604 N MIAN ST	210597	4,091.97
		I-04.000701.00.03.26	613-45650-42850	CP PLAZA UTIL 6TH AVE PLAZA	210597	65.60
01-00532	A-OX WELDING SUPPLY CO	I-0001513808	613-45650-42610	COST OF GOODS CARBON DIOXIDE FILLS	210569	191.72
		I-0001518705	613-45650-42610	COST OF GOODS CARBON DIOXIDE FILLS	210569	106.37
		I-0001519385	613-45650-42610	COST OF GOODS SERVICE CHARGES	210569	12.50
01-01075	JOHNSON CONTROLS BUILDI	I-1-137350175253	613-45650-42500	REPAIRS & MAI CITY HALL OFFICES OVERHEATING	210655	877.00
01-01744	CUMMINS SALES & SERVICE	I-J6-260316224	613-45650-42500	REPAIRS & MAI TANK HEATER	210613	323.34
01-01830	NORTHWESTERN ENERGY	I-2587291-2.03.26	613-45650-42800	UTILITIES 600 N MAIN ST	210691	4,927.55
		I-2587292-0.02.26	613-45650-42800	UTILITIES 600 N MAIN ST	210691	4,672.89
		I-3219913-5.02.26	613-45650-42800	UTILITIES 617 N MAIN	210691	12.75
		I-3458684-2.02.26	613-45650-42850	CP PLAZA UTIL 6TH AVE PARK	210691	129.90
01-01964	DAKOTA SUPPLY GROUP	I-S105490772.001	613-45650-42600	SUPPLIES & MA PLEATED FILTERS	210619	41.57
		I-S105490772.002	613-45650-42600	SUPPLIES & MA PLEATED FILTERS	210619	67.80
01-02051	MIDCONTINENT COMMUNICAT	I-11021030315259	613-45650-42800	UTILITIES ACCT #110210303	210673	138.64
01-02560	PEPSI COLA COMPANY	I-97836128	613-45650-42610	COST OF GOODS PEPSI COLA COMPANY	210703	467.76
01-02679	MENARD'S INC	I-1233	613-45650-42600	SUPPLIES & MA ANTI SLIP ROUGH,PVC TEST CAP	210668	22.75
		I-1436	613-45650-42600	SUPPLIES & MA SEWER CAP,DEGREASER,CLAMPS	210668	96.97
		I-1597	613-45650-42600	SUPPLIES & MA CLIPS,FILLER,SNAP LOCKING,COVE	210668	54.73
		I-1671	613-45650-42600	SUPPLIES & MA PAINT,BRUSHES,BLADES,KNIVES	210668	178.99
01-02790	SUN GOLD SPORTS LLC	I-37463	613-45650-42650	UNIFORMS HANSON EMBROIDERY FEE	210727	80.00
01-02811	JONES SUPPLIES	I-156165	613-45650-42600	SUPPLIES & MA ROLL TOWELS,DISINFECTENT,SOAP	210656	372.64
		I-156166	613-45650-42600	SUPPLIES & MA BLACK LINERS,NAPKINS	210656	102.72
01-03700	CORE-MARK US LLC	C-2498026	613-45650-42610	COST OF GOODS RETURNED CUPS	210609	30.33-

PACKET : 07727 07728 07729 07730

VENDOR SET: Mult

FUND : 613 CORN PALACE

DEPARTMENT: 5650 CORN PALACE

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-03700	CORE-MARK US LLC		continued			
		I-2513810	613-45650-42610	COST OF GOODS SUCKERS,CANDY,CUPS,PICKLES,CHI	210609	1,892.02
		I-2513811-700	613-45650-42610	COST OF GOODS PET CUPS,POPCORN SALT,LEMONS	210609	98.84
		I-2524390	613-45650-42610	COST OF GOODS BROWNIES,CHEESE,BURGER,DOGS	210609	1,614.09
		I-2524391-9	613-45650-42610	COST OF GOODS BROWNIES	210609	56.05
		I-2524392-72	613-45650-42610	COST OF GOODS POPCORN BAGS	210609	563.80
		I-2534019	613-45650-42610	COST OF GOODS SLUSHIES,COFFEE,CHEESE,COOKIES	210609	2,994.52
		I-2534020-700	613-45650-42610	COST OF GOODS BEEF BROTH,COCONUT OIL,MARGRN	210609	456.04
		I-2565723	613-45650-42610	COST OF GOODS CHIPS,PAN SPRAY,BUNS,BURGERS	210609	3,460.44
		I-2575709	613-45650-42610	COST OF GOODS PICKLES,HOT DOGS,JERKY,BURGERS	210609	1,826.50
		I-2575710-700	613-45650-42610	COST OF GOODS BEEF BROTH,COCONUT OIL	210609	709.38
		I-2586284	613-45650-42610	COST OF GOODS CANDY,DEGREASER,BURGERS,DOGS	210609	1,641.31
01-04352	UPS STORE #4227					
		I-02102026	613-45650-42660	SHIPPING/POST SHIPPING CHARGES	210738	34.38
01-06750	MITCHELL TELECOM					
		I-11136729	613-45650-42800	UTILITIES ACCT #00223662-2	210683	0.28
		I-11140978	613-45650-42800	UTILITIES ACCT #00239559-9	210683	94.95
01-07344	CHESTERMAN COMPANY					
		I-11968180	613-45650-42610	COST OF GOODS MONSTERS,GOLD PEAK TEAS,POWERA	210595	1,729.40
		I-11978431	613-45650-42610	COST OF GOODS MONSTERS,GOLD PEAK TEAS,CUPS	210595	778.75
		I-11984263	613-45650-42610	COST OF GOODS GOLD PEAK TEAS,POWERADES	210595	224.55
01-08281	VESTIS					
		I-6380352146	613-45650-42600	SUPPLIES & MA MAT CLEANING	210739	44.40
		I-6380355395	613-45650-42600	SUPPLIES & MA MAT CLEANING	210739	44.40
01-08509	DWU BASEBALL					
		I-03022026	613-45650-42902	LABOR/USHER DOC HELP	210628	2,000.00
01-09703	AMAZON CAPITAL SERVICES					
		I-1JDW-M9C1-7YJY	613-45650-43300	IMPRVMNTS OTH COMPACT MOVING HEAD	000055	867.33
		I-1QPK-FCDJ-4MQC	613-45650-42650	UNIFORMS LEACH LOGOD POLOS	000055	176.89
		I-1YRV-C6PL-CTNL	613-45650-42600	SUPPLIES & MA FLUORESCENT TUBES	000055	180.19

DEPARTMENT 5650 CORN PALACE TOTAL: 38,519.33

FUND 613 CORN PALACE TOTAL: 38,519.33

PACKET : 07727 07728 07729 07730

VENDOR SET: Mult

FUND : 614 GOLF COURSE

DEPARTMENT: 5250 GOLF COURSE

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-00210	BAILEY METAL FABRICATOR	I-66324	614-45250-42500	REPAIR & MAIN ANGLE WITH OUTER HOLES	210583	56.63
01-00436	CHS INC	I-IA6347	614-45250-42600	SUPPLIES & MA TWO NEW TIRES,MOUNT & BALANCE	210596	235.00
01-00445	CITY OF MITCHELL	I-04.000400.00.03.26	614-45250-42830	UTILITIES-WAT 600 W 23RD AVE	210597	32.53
		I-04.000800.00.03.26	614-45250-42830	UTILITIES-WAT 3300 N OHLMAN ST	210597	132.40
01-01199	AUTO VALUE MITCHELL	I-815071794	614-45250-42600	SUPPLIES & MA BATTERY	210576	57.99
01-01355	MIDWEST TURF & IRRIGATI	I-3959237-01	614-45250-42600	SUPPLIES & MA IDLER PULLEY,CLEVIS PIN,V-BELT	210676	98.00
		I-3959237-03	614-45250-42600	SUPPLIES & MA GEARBOX ASSEMBLY,BEDKNIFE	210676	177.25
		I-3960185-00	614-45250-42600	SUPPLIES & MA SWELL LATCH,HIGHCUT BEDKNIFE	210676	251.21
01-07760	RANGE SERVANT AMERICA I	I-SI-1006160	614-45250-43400	MACHINERY & E BALL DISPENSER,RANGE MEMBERSHP	210709	15,522.00
		I-SI-1006487	614-45250-43400	MACHINERY & E PICKER,A-FRAME ATTACHMENT	210709	7,516.00
		I-SI-1006762	614-45250-42600	SUPPLIES & MA RANGE STAR CARDS	210709	512.50
		I-SI-1006763	614-45250-42600	SUPPLIES & MA CUSTOM RANGE STAR CARDS	210709	97.50
		I-SI-1006842	614-45250-42600	SUPPLIES & MA DELUXE BASKET,RANGE BALLS	210709	505.75
01-09703	AMAZON CAPITAL SERVICES	I-17VG-ML3J-FWTD	614-45250-42600	SUPPLIES & MA THERMAL RECEIPT PRINTER	000055	157.83
					DEPARTMENT 5250 GOLF COURSE	TOTAL: 25,352.59
					FUND 614 GOLF COURSE	TOTAL: 25,352.59

PACKET : 07727 07728 07729 07730

VENDOR SET: Mult

FUND : 619 CAMPGROUND

DEPARTMENT: 5220 CAMPGROUND

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-00445	CITY OF MITCHELL					
		I-04.002601.00.03.26	619-45220-42800	UTILITIES 2601 N MAIN ST	210597	1,157.05
		I-04.002602.00.03.26	619-45220-42800	UTILITIES 2601 N MAIN ST-CAMPSITES	210597	97.63
01-01802	L.L. JIRSA ARCHITECT					
		I-2023-33 P.E. #6	619-45220-43200	BUILDINGS 2023-33 P.E. #6	210658	3,470.00
01-01830	NORTHWESTERN ENERGY					
		I-3394102-2.02.26	619-45220-42800	UTILITIES 2601 N MAIN ST	210691	630.07
		I-3394130-3.02.26	619-45220-42800	UTILITIES 2601 N MAIN ST TRLR	210691	7.00
		I-3988458-0.02.26	619-45220-42800	UTILITIES 2601 N MAIN ST SHWR	210691	12.00
01-02537	SHERWIN-WILLIAMS COMPAN					
		I-12016154580226	619-45220-42600	SUPPLIES PAINT	210722	51.95
01-02679	MENARD'S INC					
		I-1048	619-45220-42600	SUPPLIES TRI-FOLD LED,WAX BOWL RING	210668	15.98
		I-955	619-45220-42600	SUPPLIES WAX RING,BOWL	210668	10.16
01-02880	THUNE TRUE VALUE & APPL					
		I-B313876	619-45220-42500	REPAIR & MAIN TOILET SHIM,BOLTS,CONNECTORS	210731	18.47
01-03488	FLOWBIRD AMERICA INC					
		I-AI004716	619-45220-42620	COMPUTER SOFT ALARM MONITORING	210634	71.00
01-06750	MITCHELL TELECOM					
		I-11139523	619-45220-42800	UTILITIES ACCT #00028238-4	210683	77.95
01-09665	CITY OF MITCHELL					
		I-03022026	619-45220-42935	BID TAX FEB 2026 HOTEL TAX	210603	182.00
					DEPARTMENT 5220 CAMPGROUND	TOTAL: 5,801.26
					FUND 619 CAMPGROUND	TOTAL: 5,801.26

PACKET : 07727 07728 07729 07730

VENDOR SET: Mult

FUND : 621 EMERGENCY MEDICAL SERVICE

DEPARTMENT: N/A NON-DEPARTMENTAL

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-01968	DAVID RUMBOLZ					
		I-02172026	621-369	REFUNDS & REI REFUND PT DUPLICATE PAYMENT	210710	400.00
01-07779	TRICARE FOR LIFE					
		I-02172026	621-369	REFUNDS & REI CLM #382225265099080	210737	57.75
01-09581	AVERA HEALTH PLANS					
		I-02172026	621-369	REFUNDS & REI CLAIM #20251008000991	210578	745.42
		I-021726	621-369	REFUNDS & REI CLAIM #20250926003834	210579	66.34
			DEPARTMENT	NON-DEPARTMENTAL	TOTAL:	1,269.51

PACKET : 07727 07728 07729 07730

VENDOR SET: Mult

FUND : 621 EMERGENCY MEDICAL SERVICE

DEPARTMENT: 4600 EMS

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-00006	LEWIS FAMILY DRUG	I-572779	621-44600-42600	SUPPLIES GLUCOCARD STRIPS	210662	9.99
01-00424	RUNNINGS SUPPLY INC	I-2226271	621-44600-42640	UNIFORMS FIRE EMBROIDERY HOODIES	210711	537.53
01-00532	A-OX WELDING SUPPLY CO	I-0000345960	621-44600-42600	SUPPLIES O2 CYLINDERS	210569	54.14
01-01199	AUTO VALUE MITCHELL	I-815071216	621-44600-42530	REPAIR & MAIN OIL FILTER	210576	7.05
01-02700	HENRY SCHEIN INC	I-53476352	621-44600-42600	SUPPLIES NASAL AIRWAY	210641	2.70
		I-53479804	621-44600-42600	SUPPLIES NASAL AIRWAY	210641	5.40
		I-53483712	621-44600-42600	SUPPLIES NASAL AIRWAY	210641	2.70
01-02811	JONES SUPPLIES	I-156178	621-44600-42600	SUPPLIES SPRAYERS,CLEANER, TISSUE,TOWELS	210656	459.62
		I-156190	621-44600-42600	SUPPLIES ROLL TOWELS	210656	94.18
		I-156233	621-44600-42600	SUPPLIES BED BUG,LICE,FLEA,TICK KILLER	210656	95.56
01-03478	AVERA QUEEN OF PEACE	I-CINV-018516	621-44600-42600	SUPPLIES AMBULANCE MEDICAL SUPPLIES	210581	121.67
01-07756	CHAD CODY	I-03102026	621-44600-42640	UNIFORMS SHOES REIMBURSED	210605	87.50
01-08594	MAKE IT MINE DESIGNS	I-47704	621-44600-42640	UNIFORMS EMBROIDERY ON HOODIES	210665	132.00
01-08771	PCC AMBULANCE BILLING S	I-40180	621-44600-42250	CONTRACT-QMC DEC 2025 AMBULANCE BILLING	210702	6,009.26
01-08978	BUHL'S DRYCLEANERS & LI	I-111936	621-44600-42200	PROFESSIONAL WET MOP SERVICE	210587	14.00
		I-113059	621-44600-42200	PROFESSIONAL LAUNDRY SERVICE	210587	37.50
01-09320	MITCHELL LOCAL 4166	I-03062026	621-44600-42700	TRAVEL, TRAIN 2026 EMS REFRESHER COURSE	210681	3,000.00
01-09800	TELEFLEX LLC	I-9511259307	621-44600-42600	SUPPLIES NEEDLES	210728	600.00
01-10439	MACQUEEN	I-P63075	621-44600-42640	UNIFORMS DALRYMPLE FIREARMOR GLOVES	210664	102.71

DEPARTMENT 4600 EMS TOTAL: 11,373.51

FUND 621 EMERGENCY MEDICAL SERVICE TOTAL: 12,643.02

PACKET : 07727 07728 07729 07730

VENDOR SET: Mult

FUND : 652 HEALTH INSURANCE

DEPARTMENT: 1970 HEALTH INSURANCE

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-09301	HEALTH EQUITY					
		I-INV8757302	652-41970-42100	ADMINISTRATIO FEB 2026 FSA ADMIN FEE	000054	172.50
				DEPARTMENT 1970 HEALTH INSURANCE	TOTAL:	172.50
				FUND 652 HEALTH INSURANCE	TOTAL:	172.50

PACKET : 07727 07728 07729 07730

VENDOR SET: Mult

FUND : 700 AGENCY FUNDS

DEPARTMENT: 5300 AGENCY FUNDS

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-00174	DAKOTA OYATE CHALLENGE	I-02272026	700-45300-42904	CORN PALACE G DAKOTA OYATE CHALLENGE G/B BB	210616	2,452.50
01-04015	CORN PALACE	I-02272025	700-45300-42904	CORN PALACE G DAKOTA OYATE CHALLENGE BB RENT	210610	8,897.50
		I-03052026	700-45300-42904	CORN PALACE G TDA BB 02.19.2026	210610	973.95
01-04181	ND COUNTRY FEST LLC	I-03052026	700-45300-42904	CORN PALACE G INSTALLMENT ONE FRONTMEN TICKT	210690	8,000.00
01-09322	CORSICA STICKNEY SCHOOL	I-03052026	700-45300-42904	CORN PALACE G TDA BB 02.19.2026	210611	1,705.05
					DEPARTMENT 5300 AGENCY FUNDS	TOTAL: 22,029.00
					FUND 700 AGENCY FUNDS	TOTAL: 22,029.00
						REPORT GRAND TOTAL: 1,872,107.85

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====		=====GROUP BUDGET=====	
				ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG
2026-2027	101-41110-42300	LEGAL PUBLICATIONS	676.19	13,000	10,745.85		
	101-41410-42610	WEST GROUP LAW DATABASE	1,314.00	16,500	13,872.00		
	101-41410-42810	UTILITIES-TELEPHONE	0.43	100	98.62		
	101-41420-42600	SUPPLIES & MATERIALS	240.74	5,560	4,873.41		
	101-41420-42800	UTILITIES - TELEPHONE	3.40	250	243.23		
	101-41440-42210	PROFESSIONAL SERVICES	268.45	12,000	11,010.10		
	101-41440-42231	EMPLOYEE PHYSICALS,DRUG TE	5,465.40	54,506	34,682.30		
	101-41440-42232	EMPLOYEE RECOGNITION	4,250.00	5,875	1,625.00		
	101-41440-42600	SUPPLIES & MATERIALS	89.99	3,500	3,370.13		
	101-41440-42800	UTILITIES	1.54	228	223.47		
	101-41440-42950	EMPLOYEE BANQUET	5,430.86	10,850	5,419.14		
	101-41920-42520	REPAIR-CITY HALL	51.42	6,910	6,579.75		
	101-41920-42620	SUPPLIES-CITY HALL	83.94	1,150	1,066.06		
	101-41920-42810	UTILITIES-STORAGE BLDG	543.01	2,868	1,688.16		
	101-41920-42812	UTILITIES-CITY HALL W/S	289.01	1,500	1,210.99		
	101-41935-42615	POSTAGE	271.12	7,200	4,786.89		
	101-41935-42850	UTILITIES/TELEPHONE	2,500.59	30,180	22,680.92		
	101-41935-42920	COMPUTER SOFTWARE	6,335.71	158,512	62,730.50		
	101-42110-42200	PROFESSIONAL SERVICES	285.43	11,540	10,878.88		
	101-42110-42500	REPAIR & MAINTENANCE	558.25	12,550	8,731.96		
	101-42110-42600	SUPPLIES	221.56	37,204	29,582.09		
	101-42110-42610	GAS OIL TIRES	667.33	55,000	44,909.16		
	101-42110-42700	TRAVEL, CONF & DUES	5,250.00	12,500	3,063.00		
	101-42110-42800	TELEPHONE	1,092.27	14,200	11,776.62		
	101-42110-42810	UTILITIES	1,754.82	8,200	5,556.75		
	101-42110-42940	EMERGENCY RESPONSE UNIT	256.99	2,500	2,243.01		
	101-42110-43400	MACHINERY AND EQUIPMENT	2,191.87	268,092	187,536.78		
	101-42130-42500	REPAIRS	150.09	6,000	4,638.43		
	101-42130-42520	EMERGENCY SIREN UTILITIES	94.24	3,000	2,413.63		
	101-42130-42530	TRAFFIC LIGHTS MAINT	456.16	17,000	6,732.34		
	101-42130-42540	SIGNS	75.00	12,000	6,722.31		
	101-42130-42545	PAINT	3,450.00	42,000	38,550.00		
	101-42130-42560	SIREN REPAIR	500.00	2,500	2,000.00		
	101-42130-42600	SUPPLIES	12.48	4,500	4,347.44		
	101-42130-42810	UTILITIES-TRAFFIC LIGHTS	2,898.03	39,000	30,872.54		
	101-42130-42830	UTILITIES-WATER/SEWER	79.87	570	490.13		
	101-42130-42835	UTILITIES-STREET LIGHTS	21,295.57	300,000	253,759.12		
	101-42130-43320	UPGRADE SIGNAL LIGHTS	11,377.31	0	20,696.11-	Y	
	101-42130-43410	BATTERY BACKUP	600.22	12,000	3,244.78		
	101-42200-42500	REPAIR & MAINTENANCE	425.37	27,400	20,845.11		
	101-42200-42550	REPAIR-SELF-CONT BREATH AP	4,111.66	9,850	2,088.34		
	101-42200-42600	SUPPLIES	2,096.08	31,500	22,287.03		
	101-42200-42640	UNIFORMS	859.75	4,500	2,293.28		
	101-42200-42641	PROTECTIVE CLOTHING	194.00	25,200	24,886.06		
	101-42200-42800	TELEPHONE	2.29	2,000	1,731.33		

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====		=====GROUP BUDGET=====	
				ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG
	101-42200-42810	UTILITIES	5,000.15	44,000	33,973.73		
	101-43100-42500	REPAIRS	297.64	10,000	1,997.74-	Y	
	101-43100-42600	SUPPLIES	3,956.63	161,250	141,335.42		
	101-43100-42800	UTILITIES	1.63	15,000	11,829.86		
	101-43100-42830	UTILITIES-WATER/SEWER	261.67	1,200	938.33		
	101-43100-43413	TACK TRUCK	266,756.00	270,000	3,244.00		
	101-43110-42500	REPAIRS	2,573.74	1,000	1,592.57-	Y	
	101-43110-42600	SUPPLIES	108.17	4,200	2,688.92		
	101-43110-42700	TRAVEL CONF DUES	314.00	7,100	6,310.00		
	101-43110-42750	PLANNING COMMISSION EXPENS	53.94	1,200	966.26		
	101-43110-42800	UTILITIES	4.88	2,200	2,105.63		
	101-43110-42916	NUISANCE ABATEMENT	5.31	15,000	14,594.07		
	101-43110-43400	MACHINERY & EQUIPMENT	28.70	48,000	4,820.31		
	101-43120-42200	PROF SERVICES-DESIGN	4,395.00	0	16,415.00-	Y	
	101-43120-43300	STREET OVERLAY MAINT	25,873.26	1,991,919	1,957,527.83		
	101-43150-42200	PROF FEES/SERVICES	3,445.00	130,000	120,757.50		
	101-43150-43343	2ND, 4TH, & RAILROAD	29,978.83	0	29,978.83-	Y	
	101-43700-42500	REPAIR & MAINTENANCE	227.86	3,910	3,487.93		
	101-43700-42510	HEADSTONE REPAIR & MAINTEN	98.99	1,000	901.01		
	101-43700-42600	SUPPLIES & MATERIALS	740.34	17,000	12,733.07		
	101-43700-42830	UTILITIES-WATER/SEWER	73.52	2,200	2,126.48		
	101-44120-42800	UTILITIES-POUND	223.19	3,000	2,648.19		
	101-44120-42900	IMPOUNDING DOGS	350.00	15,300	12,972.43		
	101-45500-42600	SUPPLIES & MATERIALS	58.42	11,500	10,191.34		
	101-45500-42693	E-BOOKS/AUDIO BOOKS	51.00	20,350	15,970.07		
	101-45500-42800	UTILITIES	4,135.85	47,460	38,976.51		
	101-45500-42830	UTILITIES-WATER/SEWER	271.25	3,100	2,828.75		
	101-45500-43420	BOOKS	4,020.60	47,000	33,887.08		
	101-45500-43421	AUDIO-VISUAL	199.05	3,000	2,391.28		
	201-45110-42800	UTILITIES	3.27	600	595.10		
	201-45110-42850	UTILITIES-AQUATICS	571.91	92,000	91,249.15		
	201-45140-42300	PUBLISHING	4,311.31	46,500	33,235.87		
	201-45140-42500	REPAIR & MAINTENANCE	2,043.88	37,450	33,137.79		
	201-45140-42600	SUPPLIES & MATERIALS	2,057.58	41,500	35,719.30		
	201-45140-42601	CONCESSION SUPPLIES	134.58	12,000	9,102.37		
	201-45140-42650	UNIFORMS	61.61	1,250	956.09		
	201-45140-42800	UTILITIES	8,082.26	184,921	159,038.74		
	201-45160-42600	SUPPLIES & MATERIALS	1,676.52	49,400	39,067.79		
	201-45160-42800	UTILITIES	1,898.49	162,320	131,249.30		
	201-45160-43300	CAPITAL IMPROVEMENTS - OTH	16,200.00	1,267,000	1,220,780.00		
	201-45210-42200	PROFESSIONAL SERVICES	3,700.00	0	9,500.00-	Y	
	201-45210-42500	REPAIR & MAINTENANCE	5,603.72	62,500	51,274.94		
	201-45210-42600	SUPPLIES & MATERIALS	1,391.13	72,100	65,054.72		
	201-45210-42800	UTILITIES	3,291.68	79,200	70,743.21		
	201-45210-42850	UTILITIES-VETERAN'S PARK	142.82	6,500	6,274.45		

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====		=====GROUP BUDGET=====	
				ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG
	201-45210-43300	CAPITAL IMPROVEMENTS - OTH	64,720.23	1,015,813	951,092.77		
	201-45210-43400	CAPITAL EQUIPMENT	6,236.96	23,500	17,263.04		
	201-45220-42800	UTILITIES	0.48	640	599.64		
	211-46311-42960	CONV VISITORS BUR	21,875.00	183,750	118,125.00		
	211-46311-42963	COMMUNITY PROJECTS	42,637.96	750,000	688,723.04		
	214-43500-42200	PROFESSIONAL SERVICES	3.42	1,490	1,482.88		
	214-43500-42600	SUPPLIES & MATERIALS	19.99-	965	736.77		
	214-43500-42800	UTILITIES - TELEPHONE	170.68	2,102	1,634.96		
	218-45150-42320	ADVERTISING	620.26	630	9.74		
	218-45150-42500	REPAIR AND MAINTENANCE	552.94	9,500	1,126.95		
	218-45150-42600	SUPPLIES & MATERIALS	17.39	12,063	3,309.76		
	218-45150-42610	GAS OIL TIRES	834.20	111,000	97,596.19		
	218-45150-42800	UTILITIES	72.13	1,565	1,416.47		
	218-45150-42810	UTILITIES-GARAGE	332.76	11,722	8,696.53		
	218-45150-42920	COMPUTER SOFTWARE/SUPPORT	1,224.41	57,570	55,892.94		
	218-45180-42500	REPAIR & MAINTENANCE	4.77	5,000	4,674.74		
	218-45180-42600	SUPPLIES & MATERIALS	6.95	4,000	3,595.27		
	218-45180-42800	UTILITIES	2,886.77	29,855	24,504.30		
	219-45140-42600	SUPPLIES & MATERIALS	5.99	1,600	1,568.27		
	219-45140-42605	MEAL SUPPLIES	86.46	4,000	3,744.15		
	219-45140-42800	UTILITIES	17.26	450	415.08		
	219-45140-42911	CONTRACT SERVICES-MEALS	8,853.25	216,874	187,990.26		
	230-43500-42520	SNOW REMOVAL CONTRACT	10,000.00	45,000	25,000.00		
	230-43500-42610	GAS & OIL	91.94	5,000	3,636.38		
	230-43500-42800	UTILITIES	2,213.43	20,000	15,264.38		
	230-43500-42830	UTILITIES-WATER/SEWER	105.06	500	394.94		
	230-43500-43415	UTV	1,276.55	35,000	15,786.54		
	602-43330-42600	SUPPLIES & MATERIALS	93.26	18,000	16,240.25		
	602-43330-42800	UTILITIES	5,173.65	200,000	183,658.82		
	602-43330-42830	UTILITIES-WATER/SEWER	465.04	9,500	9,034.96		
	602-43330-42850	B-Y WATER CHARGES	60,489.76	975,000	849,248.08		
	602-43340-42200	LOCATES	40.43	2,000	1,187.11-	Y	
	602-43340-42225	PROFESSIONAL SERVICES	6,733.75	258,000	222,328.12		
	602-43340-42500	REPAIR & MAINTENANCE	453.24	18,500	18,046.76		
	602-43340-42525	HYDRANT REPAIRS	1,514.25	30,000	26,748.30		
	602-43340-42600	SUPPLIES & MATERIALS	49,616.12	140,000	74,775.24		
	602-43340-42650	UNIFORMS	149.96	1,250	869.09		
	602-43340-42660	POSTAGE	18.46	10,000	7,980.53		
	602-43340-42800	UTILITIES	1,090.43	13,000	9,680.15		
	602-43340-42830	UTILITIES-WATER/SEWER	120.88	1,000	879.12		
	602-43340-42910	BILLING OFFICE	121.25	70,000	69,010.33		
	602-43340-43200	BUILDINGS	36.00	0	35,678.50-	Y	
	602-43340-43338	2ND, 4TH, RAILROAD, & MAIN	19,552.43	0	19,552.43-	Y	
	604-43200-42500	REPAIRS	827.28	15,000	10,889.06		
	604-43200-42600	SUPPLIES	184.10	25,000	23,391.81		

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====		=====GROUP BUDGET=====	
				ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG
	604-43200-42660	POSTAGE	18.46	9,000	6,977.59		
	604-43200-42830	UTILITIES-WATER/SEWER	257.57	1,500	1,242.43		
	604-43200-43310	SOUTH PLANT IMPROVEMENTS	899,222.37	1,500	1,978,043.08-	Y	
	604-43210-42500	REPAIRS & MAINTENANCE	121.66	700	578.34		
	604-43250-42200	PROFESSIONAL SERVICES	40.42	312,000	291,754.45		
	604-43250-42500	REPAIRS	1,139.28	20,000	18,860.72		
	604-43250-42600	SUPPLIES	1,050.95	60,000	55,097.34		
	604-43250-42800	UTILITIES	14,324.38	63,000	43,696.67		
	604-43250-42910	BILLING OFFICE	121.25	60,000	59,010.32		
	604-43250-42950	SCADA FEES	8,821.80	16,000	7,178.20		
	604-43250-43317	CIPP	425.00	200,000	197,875.00		
	604-43250-43343	2ND, 4TH, & RAILROAD	12,103.88	0	12,103.88-	Y	
	604-43250-43352	6TH AVE-LAWLER TO FOSTER	6,733.75	0	21,221.90-	Y	
	612-43220-42500	REPAIR & MAINTENANCE	2,698.38	10,000	5,863.07		
	612-43220-42600	SUPPLIES	55.40	0	3,295.51-	Y	
	612-43220-42650	UNIFORMS	38.97	750	616.04		
	612-43230-42500	REPAIRS	304.62	20,000	12,267.81		
	612-43230-42600	SUPPLIES	2,749.38	45,000	37,427.64		
	612-43230-42660	POSTAGE	18.46	10,000	7,984.41		
	612-43230-42910	BILLING OFFICE	121.25	70,000	69,010.33		
	612-43240-42205	MONITOR GROUND WATER-OLD L	6,300.00	18,000	80.00		
	612-43240-42210	STATE GARBAGE FEES	2,683.56	35,000	29,386.54		
	612-43240-42500	REPAIR AND MAINTENANCE	1,563.15	30,000	20,576.31		
	612-43240-42550	LAB FEES	1,232.50	25,000	15,672.00		
	612-43240-42600	SUPPLIES	117.19	70,000	66,572.04		
	612-43240-42800	UTILITIES	371.15	13,000	9,802.45		
	613-45650-42500	REPAIRS & MAINTENANCE	1,200.34	47,500	34,892.40		
	613-45650-42600	SUPPLIES & MATERIALS	1,232.15	53,500	43,127.82		
	613-45650-42610	COST OF GOODS SOLD	18,793.71	200,000	154,432.50		
	613-45650-42650	UNIFORMS	256.89	1,750	1,273.20		
	613-45650-42660	SHIPPING/POSTAGE	34.38	3,300	2,453.11		
	613-45650-42800	UTILITIES	13,939.03	98,000	75,236.80		
	613-45650-42850	CP PLAZA UTILITIES	195.50	1,567	1,293.25		
	613-45650-42902	LABOR/USHER	2,000.00	8,000	6,000.00		
	613-45650-43300	IMPRVMNTS OTHER THAN BLDGS	867.33	30,800	29,932.67		
	614-45250-42500	REPAIR & MAINTENANCE	56.63	10,000	8,667.57		
	614-45250-42600	SUPPLIES & MATERIALS	2,093.03	41,079	35,384.30		
	614-45250-42830	UTILITIES-WATER/SEWER	164.93	3,600	3,435.07		
	614-45250-43400	MACHINERY & EQUIPMENT	23,038.00	188,200	62,562.00		
	619-45220-42500	REPAIR & MAINTENANCE	18.47	8,000	7,981.53		
	619-45220-42600	SUPPLIES	78.09	7,500	7,421.91		
	619-45220-42620	COMPUTER SOFTWARE	71.00	4,344	2,735.34		
	619-45220-42800	UTILITIES	1,981.70	23,000	20,255.13		
	619-45220-42935	BID TAX	182.00	5,000	4,818.00		
	619-45220-43200	BUILDINGS	3,470.00	0	3,796.00-	Y	

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====		=====GROUP BUDGET=====	
				ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG
	621-369	REFUNDS & REIMB*NON-EXPENS	1,269.51	4,150	1,901.20		
	621-44600-42200	PROFESSIONAL SERVICES	51.50	7,450	5,818.50		
	621-44600-42250	CONTRACT-QMC	6,009.26	55,000	48,990.74		
	621-44600-42530	REPAIR & MAINT-VEHICLE	7.05	8,500	7,813.28		
	621-44600-42600	SUPPLIES	1,445.96	28,400	22,562.56		
	621-44600-42640	UNIFORMS	859.74	7,500	5,293.29		
	621-44600-42700	TRAVEL, TRAINING & CONFERE	3,000.00	18,590	11,265.00		
	652-41970-42100	ADMINISTRATION FEES	172.50	18,590	68,747.14-	Y	
	700-45300-42904	CORN PALACE GAMES	22,029.00	18,590	40,796.78-	Y	
	** 2026-2027 YEAR TOTALS **		1,872,107.85				

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
101-1110	CITY COUNCIL	676.19
101-1410	ATTORNEY'S OFFICE	1,314.43
101-1420	FINANCE	244.14
101-1440	HUMAN RESOURCES	15,506.24
101-1920	MUNICIPAL BUILDINGS	967.38
101-1935	INFORMATION TECHNOLOGY	9,107.42
101-2110	POLICE DEPARTMENT	12,278.52
101-2130	TRAFFIC DEPARTMENT	40,988.97
101-2200	FIRE DEPARTMENT	12,689.30
101-3100	STREET DEPARTMENT	271,273.57
101-3110	PUBLIC WORKS ADMIN	3,088.74
101-3120	STREET & SIDEWALK CONST	30,268.26
101-3150	STORM DRAINAGE	33,423.83
101-3700	CEMETERY	1,140.71
101-4120	ANIMAL CONTROL	573.19
101-5500	LIBRARY	8,736.17

101 TOTAL	GENERAL	442,277.06
201-5110	RECREATION & AQUATICS	575.18
201-5140	RECREATION CENTER	16,691.22
201-5160	SPORTS COMPLEXES	19,775.01
201-5210	PARKS	85,086.54
201-5220	SUPERVISION	0.48

201 TOTAL	PARK FUND	122,128.43

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
211-6311	ENTERTAINMENT TAX	64,512.96

211 TOTAL	ENTERTAINMENT TAX	64,512.96
214-3500	E-911	154.11

214 TOTAL	E-911 EMERGENCY	154.11
218-5150	PALACE TRANSIT	3,654.09
218-5180	JVCC	2,898.49

218 TOTAL	COMMUNITY SERVICES	6,552.58
219-5140	NUTRITION	8,962.96

219 TOTAL	NUTRITION	8,962.96
230-3500	AIRPORT	13,686.98

230 TOTAL	AIRPORT	13,686.98
602-3330	WATER TREATMENT PLANT	66,221.71
602-3340	WATER DISTRIBUTION	79,447.20

602 TOTAL	WATER	145,668.91
604-3200	WASTE WATER TREATMENT	900,509.78
604-3210	WASTE WATER IND PRETREAT	121.66
604-3250	WASTE WATER COLLECTION	44,760.71

604 TOTAL	SEWER	945,392.15
612-3220	RECYCLING PROGRAM	2,792.75
612-3230	WASTE COLLECTION	3,193.71
612-3240	LANDFILL	12,267.55

612 TOTAL	SANITATION	18,254.01

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
613-5650	CORN PALACE	38,519.33

613 TOTAL	CORN PALACE	38,519.33
614-5250	GOLF COURSE	25,352.59

614 TOTAL	GOLF COURSE	25,352.59
619-5220	CAMPGROUND	5,801.26

619 TOTAL	CAMPGROUND	5,801.26
621	NON-DEPARTMENTAL	1,269.51
621-4600	EMS	11,373.51

621 TOTAL	EMERGENCY MEDICAL SERVICE	12,643.02
652-1970	HEALTH INSURANCE	172.50

652 TOTAL	HEALTH INSURANCE	172.50
700-5300	AGENCY FUNDS	22,029.00

700 TOTAL	AGENCY FUNDS	22,029.00

** TOTAL **		1,872,107.85

*** PROJECT TOTALS ***

PROJECT	LINE ITEM	AMOUNT
E01 5311-FY18/19	ADS Marketing/Ads/Promotion	620.26
	GAUT Garage Utilities	332.76
	MAINT Maintenance/Repairs	552.94
	OFFSUP Office Supplies	17.39
	OFFUT Office Utilities	72.13

*** PROJECT TOTALS ***

PROJECT	LINE ITEM	AMOUNT
	SHAH Tablet/Radio Contract	1,224.41
	TIR Tires	834.20
	** PROJECT E01 TOTAL **	3,654.09
H05 SOFTBALL	42600 SUPPLIES/MATERIALS	870.00
	** PROJECT H05 TOTAL **	870.00
H06 ARENA-NORTH RINK	42600 SUPPLIES-MATERIALS	806.52
	** PROJECT H06 TOTAL **	806.52
H13 ARENA-SOUTH RINK	42800 UTILITIES	1,898.49
	** PROJECT H13 TOTAL **	1,898.49
H50 PARKS EQUIPMENT	42500 REPAIR/MAINTENANCE	2,828.10
	43400 CAPITAL EQUIPMENT	6,236.96
	** PROJECT H50 TOTAL **	9,065.06
H51 PARK SHOP	42600 SUPPLIES/MATERIALS	373.37
	42800 UTILITIES	1,181.76
	** PROJECT H51 TOTAL **	1,555.13
H55 DRY RUN CREEK PARK	42800 UTILITIES	145.07
	** PROJECT H55 TOTAL **	145.07
H56 HITCHCOCK PARK	42600 SUPPLIES/MATERIALS	682.83
	42800 UTILITIES	591.82
	** PROJECT H56 TOTAL **	1,274.65
H58 JENNEWEIN PARK	42800 UTILITIES	16.59
	** PROJECT H58 TOTAL **	16.59
H60 NORTHRIDGE PARK	42800 UTILITIES	287.86
	** PROJECT H60 TOTAL **	287.86
H61 PIONEER PARK	42800 UTILITIES	65.60
	** PROJECT H61 TOTAL **	65.60
H62 ROTARY PARK	42800 UTILITIES	33.11
	** PROJECT H62 TOTAL **	33.11

*** PROJECT TOTALS ***

PROJECT	LINE ITEM	AMOUNT
H63 VETERANS PARK	42850 UTILITES/VETERANS PARK	142.82
	** PROJECT H63 TOTAL **	142.82
H65 AMPHITHEATER	42800 UTILITIES	49.76
	** PROJECT H65 TOTAL **	49.76
H66 CAMP ARROYA	42800 UTILITIES	52.25
	** PROJECT H66 TOTAL **	52.25
H67 DAY CAMP	42800 UTILITIES	49.26
	** PROJECT H67 TOTAL **	49.26
H71 KIWANIS WOODLOT	42800 UTILITIES	59.70
	** PROJECT H71 TOTAL **	59.70
H74 PUBLIC BEACH	42800 UTILITIES	114.35
	** PROJECT H74 TOTAL **	114.35
H76 SANDY BEACH	42800 UTILITIES	150.76
	** PROJECT H76 TOTAL **	150.76
H77 SPORTSMANS CLUB	42800 UTILITIES	79.58
	** PROJECT H77 TOTAL **	79.58
H78 WEST END BOAT LAUNCH	42500 REPAIR AND MAINTENANCE	2,490.00
	42800 UTILITIES	12.00
	** PROJECT H78 TOTAL **	2,502.00
H79 LAKE PARK ACCESS AREAS	42800 UTILITIES	21.83
	** PROJECT H79 TOTAL **	21.83
H82 DOWNTOWN BEAUTIFCATION	42800 UTILITIES	203.75
	** PROJECT H82 TOTAL **	203.75
H87 PATTON YOUNG	42500 REPAIR-MAINTENANCE	285.62
	42600 SUPPLIES-MAINTENANCE	334.15
	42800 UTILITIES	176.63
	** PROJECT H87 TOTAL **	796.40
J05 REC CTR CONCESSIONS	CONC SUP CONCESSION SUPPLY	134.58
	** PROJECT J05 TOTAL **	134.58

*** PROJECT TOTALS ***

PROJECT	LINE ITEM	AMOUNT
J06 REC CTR-GENERAL BLDG	RM-HVAC REPAIR/MAINT-HVAC	1,898.28
	RM-PLUMB REPAIR/MAINT-PLUMBING	145.60
	SM-BLDG SUPPLIES/MATERIAL-BLDG	158.49
	SM-EQUIP SUPPLIES/MATERIAL-EQUIPMENT	478.64
	SM-JANIT SUPPLIES/MATERIAL-JANITORIAL	486.69
	SM-OFFIC SUPPLIES/MATERIAL-OFFICE	555.13
	SM-PLUMB SUPPLIES/MATERIAL-PLUMBING	296.35
	** PROJECT J06 TOTAL **	4,019.18
J07 REC CTR-PRESCHOOL	SM-OFFIC SUPPLIES/MATERIAL-OFFICE	82.28
	** PROJECT J07 TOTAL **	82.28
J08 REC CTR PUBLISHING	ICAN PUBLISHING-ICAN	750.00
	KMIT PUBLISHING-KMIT	1,500.00
	MIDCO PUBLISHING-MIDCO	2,061.31
	** PROJECT J08 TOTAL **	4,311.31
J09 REC CTR UTILITIES	ELE/GAS UTILITIES-ELECTRIC/GAS	3,909.63
	TV UTILITIES-TV	121.65
	WATER UTILITIES-WATER	4,050.98
	** PROJECT J09 TOTAL **	8,082.26
J10 REC CTR UNIFORMS	ADAM UNIFORMS-ADAM	61.61
	** PROJECT J10 TOTAL **	61.61
J50 OUTDOOR AQUATIC CENTER	ELE/GAS UTILITIES-ELECTRIC/GAS	551.41
	WATER UTILITIES-WATER	20.50
	** PROJECT J50 TOTAL **	571.91
L10 106	42600 SUPPLIES MATERIALS	121.90
	** PROJECT L10 TOTAL **	121.90
L1E 517	42600 SUPPLIES MATERIALS	53.49
	** PROJECT L1E TOTAL **	53.49
L21 121	42600 SUPPLIES MATERIALS	5.99
	** PROJECT L21 TOTAL **	5.99
L23 124	42500 REPAIR MAINTENANCE	71.00
	42600 SUPPLIES MATERIALS	241.99
	** PROJECT L23 TOTAL **	312.99

*** PROJECT TOTALS ***

PROJECT	LINE ITEM	AMOUNT
L3A 950	42500 REPAIR MAINTENANCE	163.63
	** PROJECT L3A TOTAL **	163.63
L3C 197	42500 REPAIR MAINTENANCE	1,500.15
	** PROJECT L3C TOTAL **	1,500.15
L54 159	42600 SUPPLIES MATERIALS	91.82
	** PROJECT L54 TOTAL **	91.82
L55 156	42600 SUPPLIES MATERIALS	47.97
	** PROJECT L55 TOTAL **	47.97
L59 163	42600 SUPPLIES MATERIALS	3.44
	** PROJECT L59 TOTAL **	3.44
L5I 123	42500 REPAIR & MAINTENANCE	39.56
	42600 SUPPLIES & MAINTENANCE	699.89
	** PROJECT L5I TOTAL **	739.45
L74 906	42600 SUPPLIES MATERIALS	54.48
	** PROJECT L74 TOTAL **	54.48
L92 178	42500 REPAIR MAINTENANCE	2,423.38
	42600 SUPPLIES MATERIALS	55.40
	** PROJECT L92 TOTAL **	2,478.78
L98 175	42500 REPAIR MAINTENANCE	140.99
	42600 SUPPLIES MATERIALS	2,749.38
	** PROJECT L98 TOTAL **	2,890.37
LL9 2020 TYMCO 500X SWEEPER	42600 SUPPLIES & MATERIALS	74.97
	** PROJECT LL9 TOTAL **	74.97

NO ERRORS

** END OF REPORT **

CITY OF MITCHELL

City Council Meeting
Agenda Item Request



The deadline for agenda items is Wednesday at noon, prior to the City Council Meeting

Meeting Date Requested: **Requested By:**

Desired Action of City Council:

Amount Budgeted in current fiscal year for this item (if applicable):

Agenda Item:

Explanation/Background of Agenda Item Requested:



TO: THE MITCHELL PLANNING COMMISSION AND CITY COUNCIL OR BOARD OF ADJUSTMENT, THE CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA.

The undersigned applicant(s) and owner(s) is hereby making an application pursuant to the provisions of the City of Mitchell Zoning Code.

The names and addresses of the current property owners within one hundred and forty feet (140') of the applicant's property (excluding streets and alleys) will be notified upon the filing of this application, plats being the exception.

Applicant(s) request that dates be set for public hearings before the Mitchell Planning Commission and City Council or City Board of Adjustment. Furthermore, the applicant(s) request the City of Mitchell to publish the appropriate notice(s) in accordance with the City of Mitchell's Ordinances.

Rezoning \$250 application due with the application.

- Applicant is request to rezone property from Click or tap here to enter text. District to Click or tap here to enter text. District.

Variance \$150 application fee due with application.

- Description of Variance: Side corner yard setback of 17' vs 20'.
- Description of Hardship: *the addition of screened-in porch would accommodate a more functional living space*

Conditional Use Permit \$150 application fee due with application

- Description of Conditional Use: Click or tap here to enter text.

Plat Application \$100 application fee due with application

This Application is for the following described real property:

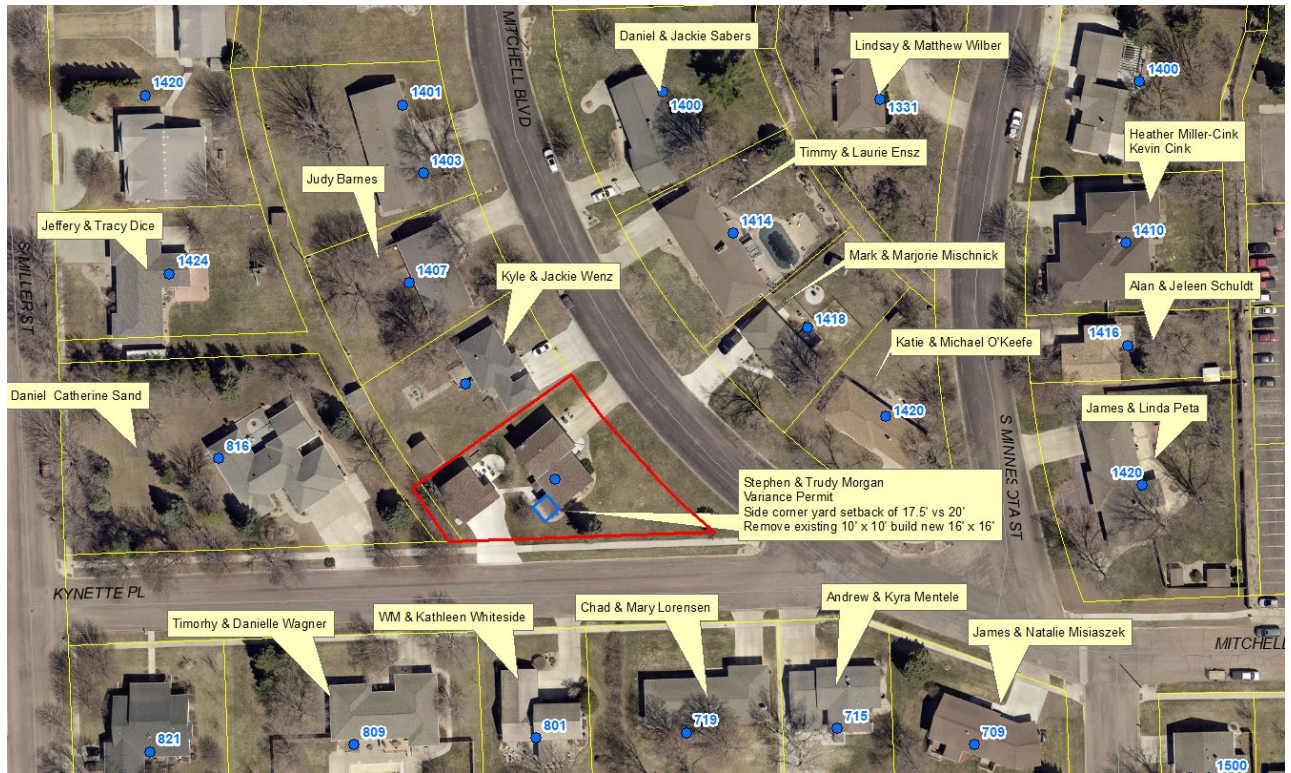
Legal Description: Lots 6 & 7 and E 1/2 of Vacated Alley, Block 31, University Addition, City of Mitchell, Davison County, South Dakota

Property Address: 1421 Mitchell Blvd

Dated this *11TH* of *February*, 2026.

APPLICANT *Steve Morgan*

Stephen & Trudy Morgan
OWNER



NOTICE OF HEARING

To: The Planning Commission, Board of Adjustment of the City of Mitchell, Mitchell South Dakota, and to the general public:

YOU ARE HEREBY NOTIFIED that Stephen & Trudy Morgan have applied for a Variance Permit for side corner yard setback of 17.5' vs 20' for an addition. This is located at 1421 Mitchell Blvd, legally described as Lots 6 & 7 and E ½ of Vacated Alley, Block 31, University Addition, City of Mitchell, Davison County, South Dakota. The property is zoned R2 Single-family Residential District.

YOU ARE FURTHER NOTIFIED, that public hearings will be held by the City Planning Commission on Monday, March 9, 2026, 12:00 P.M. (Noon) and the Board of Adjustment on Monday, March 16, 2026 at 6:00 P.M., at the Council Chambers, Mitchell City Hall, 612 N Main St. All interested parties may attend the public hearings and provide comments in regards to the applicant's request.

Dated this 19th day of February, 2026.

Michelle Bathke

FINANCE OFFICER

Publish once: 25th day of February, 2026

Approximate Cost:

Steven & Trudy Morgan
1421 Mitchell Blvd
Mitchell, SD 57301

Nick Baus
1217 State St
Mitchell, SD 57301

Jeffery & Tracy Dice
1424 S Miller St
Mitchell, SD 57301

Daniel & Catherine Sand
Irrevocable Real Estate Trust
816 Kynette Pl
Mitchell, SD 57301

Judy Barnes
1407 Mitchell, Blvd
Mitchell, SD 57301

Kyle & Jackie Wenz
1415 Mitchell Blvd
Mitchell, SD 57301

Daniel & Jackie Sabers
1400 Mitchell Blvd
Mitchell, SD 57301

Timmy & Laurie Ensz
1414 Mitchell Blvd
Mitchell, SD 57301

Mark & Marjorie Mischnick
1418 Mitchell Blvd
Mitchell, SD 57301

Katie & Michael O'Keefe
1420 Mitchell Blvd
Mitchell, SD 57301

Lindsay & Matthew Wilber
1331 S Minnesota St
Mitchell, SD 57301

Heather Miller-Cink
Kevin Cink
1410 S Minnesota St
Mitchell, SD 57301

Alan & Joleen Schuldt
38106 264st St
Stickney, SD 57375

James & Linda Peta
1420 S Minnesota St
Mitchell, SD 57301

Timothy & Danielle Wagner
809 Kynette Pl
Mitchell, SD 57301

WM & Kathleen Whiteside
801 Kynette Pl
Mitchell, SD 57301

Chad & Mary Lorensen
719 Kynette Pl
Mitchell, SD 57301

Andrew & Kyra Mentele
715 Kynette Pl
Mitchell, SD 57301

James & Natalie Misiaszek
709 Kynette Pl
Mitchell, SD 57301



February 25, 2026

TO WHOM IT MAY CONCERN:

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All interested parties may be present and be heard on said request, either in person or by agent. Please submit written comments by 5:00 P.M. the Friday prior to the meeting, in the City of Mitchell Public Works Office or Finance Office.

The complete application and all supporting documents can be found on the City of Mitchell's agenda center located @ <https://mitchellsd.portal.civicclerk.com/>. If you have any questions regarding this matter, you can reach Mark Jenniges at the above location and phone number or by email @ mark.jenniges@cityofmitchellsd.gov.

I/We DANIEL SAND
[Signature] Catherine Sand

OWNER

816 KYNELLE PL MITCHELL SD 57301

ADDRESS

X APPROVE

DISAPPROVE

COMMENTS:



February 25, 2026

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I/We DAN Sabers

OWNER

 1400 Mitchell Blvd

ADDRESS

 Y APPROVE

 DISAPPROVE

COMMENTS:



February 25, 2026

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I/We Katie & Michael O'Keefe
OWNER
1420 Mitchell Blvd.
ADDRESS

APPROVE

DISAPPROVE

COMMENTS:



February 25, 2026

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I/We Tim & Laurie ENSZ
OWNER
1414 Mitchell Blvd Mitchell SD
ADDRESS

APPROVE

DISAPPROVE

COMMENTS:

Good afternoon Mark,

I just wanted to write you that I am in support of the variance for Steve and Trudy Morgan at 1421 Mitchell Blvd. Let me know if I need to do anything else or if you have any questions for me.

Thank you,

Andy Mentele



February 25, 2026

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I/We Steve & Trudy Morgan
OWNER
1421 Mitchell Blvd.
ADDRESS

APPROVE
 DISAPPROVE

COMMENTS:



February 25, 2026

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YOU ARE FURTHER NOTIFIED that the City Planning Commission will be conducting a hearing and make their recommendation to the Board of Adjustment on this application on Monday, March 9, 2026, 12:00 P.M. (Noon) and the Board of Adjustment will render the final decision at a hearing on Monday, March 16, 2026 at 6:00 P.M, all meetings will be in the Council Chambers, City Hall, 612 N. Main St, Mitchell, SD. All interested parties may attend the hearings.

All interested parties may be present and be heard on said request, either in person or by agent. Please submit written comments by 5:00 P.M. the Friday prior to the meeting, in the City of Mitchell Public Works Office or Finance Office.

The complete application and all supporting documents can be found on the City of Mitchell's agenda center located @ <https://mitchellsd.portal.civicclerk.com/>. If you have any questions regarding this matter, you can reach Mark Jenniges at the above location and phone number or by email @ mark.jenniges@cityofmitchellsd.gov.

I/We Judy A. Barnes (Barnes)
OWNER
1407 Mitchell Blvd Mitchell SD
ADDRESS

APPROVE
 DISAPPROVE

COMMENTS:

CITY OF MITCHELL

City Council Meeting
Agenda Item Request



The deadline for agenda items is Wednesday at noon, prior to the City Council Meeting

Meeting Date Requested: **Requested By:**

Desired Action of City Council:

Amount Budgeted in current fiscal year for this item (if applicable):

Agenda Item:

Explanation/Background of Agenda Item Requested:



TO: THE MITCHELL PLANNING COMMISSION AND CITY COUNCIL OR BOARD OF ADJUSTMENT, THE CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA.

The undersigned applicant(s) and owner(s) is hereby making an application pursuant to the provisions of the City of Mitchell Zoning Code.

The names and addresses of the current property owners within one hundred and forty feet (140') of the applicant's property (excluding streets and alleys) will be notified upon the filing of this application, plats being the exception.

Applicant(s) request that dates be set for public hearings before the Mitchell Planning Commission and City Council or City Board of Adjustment. Furthermore, the applicant(s) request the City of Mitchell to publish the appropriate notice(s) in accordance with the City of Mitchell's Ordinances.

Rezoning \$250 application due with the application.

- Applicant is request to rezone property from [Click or tap here to enter text.](#) District to [Click or tap here to enter text.](#) District.

Variance \$150 application fee due with application.

- Description of Variance: Fornt yard setback of 9.9' vs 25' to construct a 3 seasons enclosed porch
- Description of Hardship: Would like replace the existing deck with a 3 season porch because the deck is getting taken off while replacing the water and sewer line.

Conditional Use Permit \$150 application fee due with application

- Description of Conditional Use: [Click or tap here to enter text.](#)

Plat Application \$100 application fee due with application

This Application is for the following described real property:

Legal Description: **Lot 12, Block 12, Capital Addition, City of Mithell, Davison County, South Dakota**

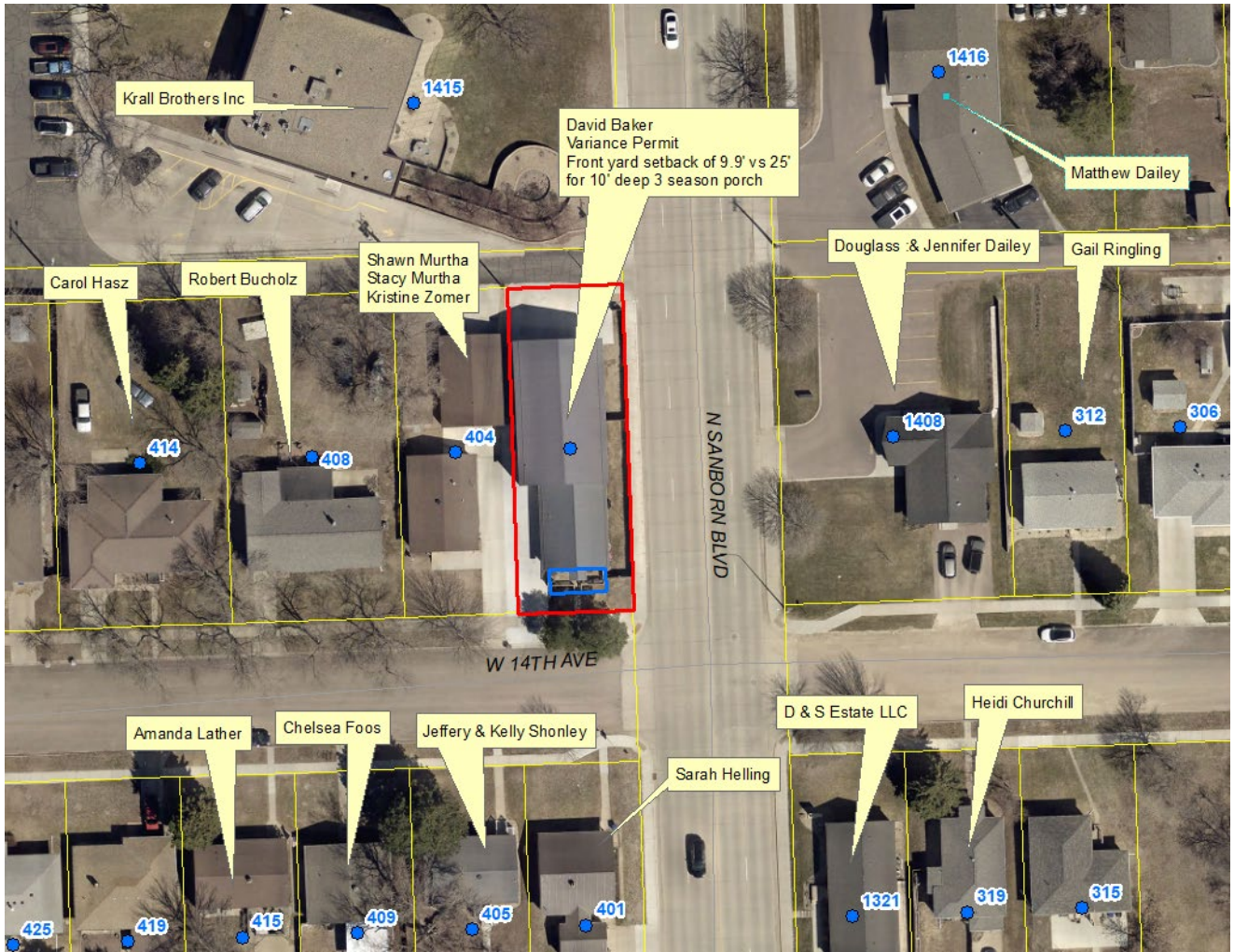
Property Address: **400 W 14th Ave**

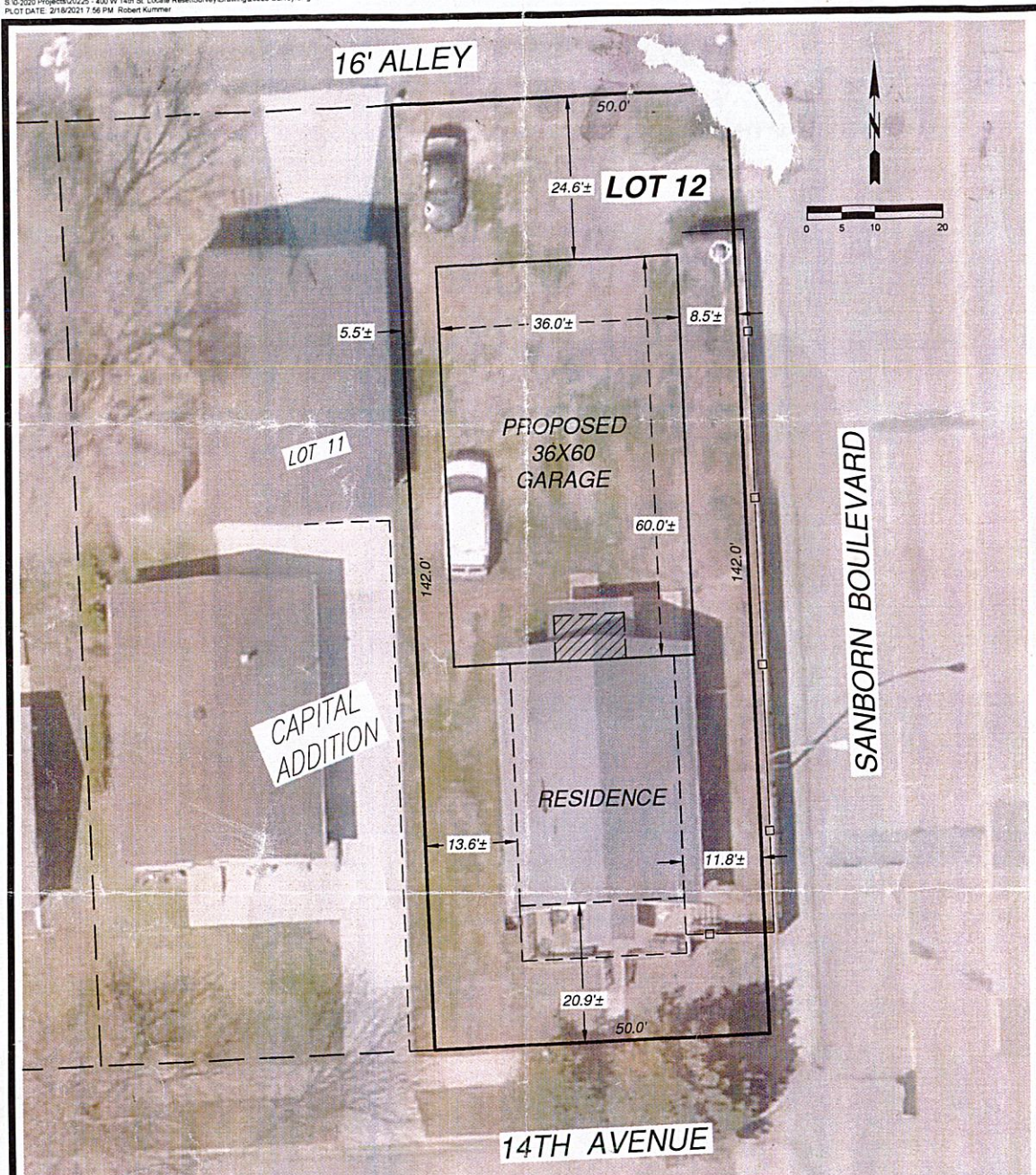
Dated this 17 of Febrary, 2026.

APPLICANT

A handwritten signature in black ink, appearing to be "DB", written over a horizontal line.

David Baker
OWNER





SURVEYOR'S CERTIFICATION

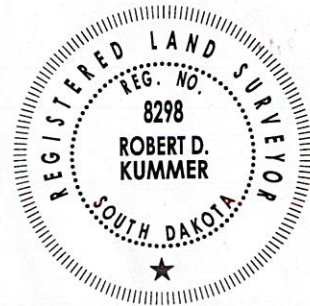
I, ROBERT D. KUMMER, A REGISTERED LAND SURVEYOR IN THE STATE OF SOUTH DAKOTA, DO HEREBY CERTIFY THAT THIS EXHIBIT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT THE DIMENSIONS SHOWN ARE TRUE AND CORRECT, TO THE BEST OF MY KNOWLEDGE.

DATED THIS 18th DAY OF February, 2021

Robert D. Kummer
 ROBERT D. KUMMER, RLS NO. 8298

SURVEYOR'S NOTES:

1. THE PURPOSE OF THIS EXHIBIT IS TO SHOW THE LOCATION OF THE PROPOSED GARAGE IN RELATION TO EXISTING RESIDENCE AND PROPERTY BOUNDARY.
2. PROPERTY BOUNDARY SHOWN IS BASED UPON FOUND SURVEY MONUMENTS LOCATED ON THE SOUTH RIGHT OF WAY LINE OF 14 AVENUE, SPLITTING CURB ON SANBORN BOULEVARD AND RECORD PLAT DIMENSIONS. NO EXISTING SURVEY MONUMENTS WERE FOUND ON THE SUBJECT LOT AT THE TIME OF THIS SURVEY.



PREPARED BY:

infrastructure
 design group, inc.

520 N. LAWLER ST., SUITE 400
 MITCHELL, SD 57301
 PHONE: 605-292-0231
 EMAIL: infrastructure@dg.com

SURVEY EXHIBIT

DAVID BAKER
 400 W 14TH AVENUE
 MITCHELL, SD 57301

PROJ. NO: 20225

DATE: 02/18/2021

DRAWN BY: RDK

CHECKED BY: RDK

SHEET NO: 1 OF 1

NOTICE OF HEARING

To: The Planning Commission, Board of Adjustment of the City of Mitchell, Mitchell South Dakota, and to the general public:

YOU ARE HEREBY NOTIFIED that David Baker have applied for a Variance Permit for front yard setback of 9.9' vs 25' for a three seasons porch addition. This is located at 400 W 14th Ave, legally described as Lot 12, Block 12, Capital Addition, City of Mitchell, Davison County, South Dakota. The property is zoned R4 High Density Residential District.

YOU ARE FURTHER NOTIFIED, that public hearings will be held by the City Planning Commission on Monday, March 9, 2026, 12:00 P.M. (Noon) and the Board of Adjustment on Monday, March 16, 2026 at 6:00 P.M., at the Council Chambers, Mitchell City Hall, 612 N Main St. All interested parties may attend the public hearings and provide comments in regards to the applicant's request.

Dated this 19th day of February, 2026.

Michelle Bathke

FINANCE OFFICER

Publish once: 25th day of February, 2026

Approximate Cost:

David Baker
400 W 14th Ave
Mitchell, SD 57301

Krall Brothers Inc
1415 N Sanborn Blvd
Mitchell, SD 57301

Matthew Dailey
1416 N Sanborn Blvd
Mitchell, SD 57301

Carol Hasz
414 W 14th Ave
Mitchell, SD 57301

Robert Bucholz
408 W 14th Ave
Mitchell, SD 57301

Shawn Murtha, Stacy Murtha &
Kristine Zomer
2700 Mentzer Ct
Mitchell, SD 57301

Douglas & Jennifer Dailey
1408 N Sanborn Blvd
Mitchell, SD 57301

Gail Ringling
312 W 14th Ave
Mitchell, SD 57301

Amanda Lather
415 W 14th Ave
Mitchell, SD 57301

Chelsea Foos
409 W 14th Ave
Mitchell, SD 57301

Jeffery & Kelly Shonley
405 W 14th Ave
Mitchell, SD 57301

Sarah Helling
401 W 14th Ave
Mitchell, SD 57301

D & S Estate LLC
1331 W Birch Ave
Mitchell, SD 57301

Heidi Churchill
319 W 14th Ave
Mitchell, SD 57301

CITY OF MITCHELL

City Council Meeting
Agenda Item Request



The deadline for agenda items is Wednesday at noon, prior to the City Council Meeting

Meeting Date Requested: **Requested By:**

Desired Action of City Council:

Amount Budgeted in current fiscal year for this item (if applicable):

Agenda Item:

Explanation/Background of Agenda Item Requested: The Area Community Theatre (ACT) is requesting a Special Event Permit for Jordan Hanson's L.I.T. Seminar on Thursday, April 9, 2026, from 6:00 PM until 10:00 PM.

This event is open to the public and will be held in the Pepsi Theater in the ACT.

The total anticipated attendance is 180.

***This event does not overlap with any events taking place at The World's Only Corn Palace.**

Please refer to the attached Special Event Permit Application for more details about the event.

The submitted Special Event Permit Application requests the following:

- Parking Lot Closure (*\$50 Fee*)
 - The parking lot closure is specifically for event parking for their membership and those attending the event.

The following parking lot closure is requested from 12:00 AM (Midnight) until 11:45 PM on Thursday, April 9:

- The parking lot directly behind (to the east) of the Area Community Theatre.

***Parking lot closures, which require an overnight closure, will begin at 3 AM with proper signage placed in the requested street(s).**

The ACT parking lot closure and event timeline:

1. Parking lot closure at requested time.
2. ACT staff will remove cones and place event signage over the closure signs 2 hours prior to the event to allow for event parking.
3. Post-event: cones will be set aside since closure request is complete.

Please refer to the attached Event Parking Closure Map.

The Area Community Theater has already provided the Certificate of Liability Insurance for the event.

***If approved, approval of the submitted Special Event Permit Application will be contingent upon receipt of payment of the Special Event Permit fee prior to the day of the event.**

Print

Special Event Permit Application - Submission #4632

Date Submitted: 2/26/2026



Special Event Permit Application

Events that are open to the general public and take place on public grounds; require closure of parking lots and/or streets, sound amplification, fireworks, or are located within a park, are coordinated through the Special Event Permit Application process.

Typically, these events require permits, licenses, and approvals from several City departments, depending on the size and nature of the special event.

To apply for a Special Event Permit, please complete this application. Your application, including required attachments, needs to be submitted at least forty-five (45) days before your event.

Facility Use Agreements and additional equipment rental should also be completed at this time (if applicable).

Event Name:*

Jordan Hanson's L.I.T. Seminar at The Pepsi Theater

Event Date:

4/9/2026

Event Hours:*

06:00 PM — 10:00 PM

Event Dates:

mm/dd/yyyy — mm/dd/yyyy

Permit & License requests included in this application:*

- Parking Lot Closure (\$50 Fee)
- Street Closure (\$100 Fee)
- City Park Closure (\$100 Fee)
- Parade Permit (\$50 Fee)
- Parade Permit - w/ Escort (\$250 Fee)
- Special Event Liquor License (\$200 Fee)
- Consumption Permit (\$50 Fee)
- Consumption Permit - with Special Event Liquor License (\$0 Fee)
- Fireworks Permit (\$50 Fee)
- Noise Permit (\$0 Fee)

Time Requested for Parking Lot Closure

4/9/2026	12:00 AM	—	4/9/2026	11:45 PM
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Time Requested for Street Closure

mm/dd/yyyy	hh:mm am/pm	—	mm/dd/yyyy	hh:mm am/pm
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Time Requested for City Park Closure

mm/dd/yyyy	hh:mm am/pm	—	mm/dd/yyyy	hh:mm am/pm
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Event Information:

Overall Event Description:*

Event parking for Jordan Hanson's L.I.T. Seminar at The Pepsi Theater

— Please check all that apply:*

- This is a first time event.
- This event is open to the public.
- Admission will be charged.
- Vendor and / or participant fees are required.
- The event includes the sale or use of alcoholic beverages.
- Items and / or services will be sold at the event.
- The event will be held in a City Park or Facility.

Total anticipated attendance:*

180

Organization:*

Area Community Theater in Mitchell

Address:*

700 N Main St PO Box 1181

City:*

Mitchell

State:*

SD

Zip Code:*

57301

Event Application Contact Person:*

Jesse Stroud

Contact Person Email:*

mitchellact@santel.net

Contact Person Phone Number: *

605-630-5592

Day of Event Contact Person:*

Jesse Stroud

Contact Person Email:*

mitchellact@santel.net

Contact Person Phone Number:*

605-630-5592

Facility Use, Impacted Areas, and Event Map

Please provide a detailed description of what facilities and additional equipment will be needed, along with how many bleachers and picnic tables need to be reserved. Also, please provide a detailed list and description of what parking lot/street closure(s) are needed. Attach a copy of the Event Map with your application. The Event Map should show overall layout and setup locations of the following items: alcoholic concessions, beer gardens, food concessions, food prep areas, first aid facilities, trash containers/dumpsters, fencing/barriers/or barricades, sources of electricity/generators, canopies or tent locations; stages, platforms, seating, or related structures.*

Parking lot closure behind The Pepsi Theater 700 N Main
Barricades with Event Parking Only signs at each major entrance

— This event will include the use of:

Please reserve any item(s) selected below and submit fee to the respective City Department, along with the completion and submission of the application.

- Indoor Park Shelter - air conditioning (\$159.30/day - Park & Rec Fee)
- Indoor Park Shelter - no air conditioning (\$116.82/day - Park & Rec Fee)
- Outdoor Park Shelter (\$58.41/day - Park & Rec Fee)
- City Facility or Other City Building
- Picnic Table Rental (\$25 each/day- Park & Rec Fee)
- Bleacher Rental (\$35 each/day- Park & Rec Fee)
- Electricity - Main Street Only (Confirm Fee with the Corn Palace)
- Water - Main Street Only (Confirm Fee with Corn Palace)

Safety, Security, and Accessibility

Please provide a detailed description of the safety, security, and parking plans for the event. Please describe your procedures for crowd control, internal security, and accessibility plans for individuals with disabilities, as well as what arrangements have been made for First Aid, and parking/shuttle plans to the special event.*

Parking lot closure and event timeline: 1) Parking lot closure at requested time. 2) ACT staff will remove cones and place event signage over the closure signs 2 hours prior to event to allow for event parking. 3) Post-event: cones will be set aside since closure request is complete.

Noise Permits

Special events that cannot comply with Mitchell City Code Title 5, Chapter 5, Noise Control, are required to obtain a noise permit. MCC 5-5 can be found at: www.cityofmitchellsd.gov/specialevents

— Will sound amplification be used?

- Yes
- No

What time will sound amplification be used?

—

Please list the start time and finish time.

Will sound checks be conducted prior to the event?

- Yes
- No

When will sound checks be performed?

hh:mm am/pm

Fireworks Permits

If any fireworks, rockets, or other pyrotechnics will be used, you must complete the information below.

Fireworks permits require that the applicant acquire and provide a copy of a Certificate of Liability Insurance coverage with a \$1,000,000 General Liability per occurrence coverage with the City of Mitchell must be listed as an additional insured.

Contact information for the person(s) in charge of firing the display:

Name

Address

City

State

Zip Code

Phone Number

Email Address

Date of Display

mm/dd/yyyy

Time of Display

hh:mm am/pm

— hh:mm am/pm

Type of Fireworks

- Class B Explosive (special fireworks)
- Class C Common Fireworks

Exact Location of Display:

What are the width perimeter requirements?

Insurance

Insurance for your event is **REQUIRED** before final permit approval.

- Special Events: you will need \$1,000,000 Commercial General Liability Insurance per occurrence.
- Liquor Liability Insurance is required if you are planning to sell alcoholic beverages at your event or facilities rental.
 - A minimum of \$500,000 Liquor Liability Insurance is required per occurrence.
- Fireworks Permits require \$1,000,000 of General Liability Insurance per occurrence.

All required insurance must state: **the name of the event and date(s) of the event**, and must name: **the "City of Mitchell, its officers, employees, and agents" as an additional insured.**

Insurance coverage must be maintained for the duration of the event.

--I have the following coverage(s) and attached a copy of the Certificate(s) listed below:*

- Special Event Permit: \$1,000,000 Commercial General Liability per occurrence
- Special Event Liquor License: \$500,000 Liquor Liability per occurrence
- Fireworks Permit: \$1,000,000 General Liability per occurrence

Name of Insurance Company

Farmers Union Insurance - Mefferd Agency

Agent's Name

Andrew Mefferd

Policy Number

NPP1598440E

Phone Number

605•224-4123

Affidavit of Applicant

By typing your name by each of the items below, you are providing your acknowledgement of the requirements listed.

I understand that this application is subject to Mitchell City Council approval. Any violations of the approved permits will be grounds for law enforcement to require the immediate termination of the event.*

Jesse Stroud

I acknowledge and agree to allow the City of Mitchell to publish the Contact Person and media referral telephone numbers on the internet in conjunction with the public notices and calendar of upcoming events in the City of Mitchell.*

Jesse Stroud

I certify that the information in the foregoing application is true and correct to the best of my knowledge and belief and that I have read, understand and agree to abide by the rules and regulations governing the proposed special event and I understand that this application is made subject to the rules and regulations established by the City Council of Mitchell. I agree to abide by these rules and further certify that I, on behalf of the organization, am also authorized to commit that organization, and therefore agree to be financially responsible for any cost and fees that may be incurred by or on behalf of the Event to the City of Mitchell.*

Jesse Stroud

I have attached the following items:

- Parking Lot Closure Map
- Street Closure Map
- City Park Closure Map
- Parade Route Map
- Special Event Liquor License Boundaries with Map
- Consumption Permit Boundaries with Map
- Fireworks Map
- Event Layout Map
- Certificate of Liability Insurance
- Certificate of Liquor Liability Insurance
- Certificate of Fireworks Liability Insurance
- Additional Document

Parking Lot Closure Map

Event Parking Closure Map.pdf

Street Closure Map

Choose File No file chosen

City Park Closure Map

Choose File No file chosen

Parade Route Map

Choose File No file chosen

Special Event Liquor License Boundaries with Map

Choose File No file chosen

Consumption Permit Boundaries with Map

Choose File No file chosen

Fireworks Map

Choose File No file chosen

Event Layout Map

Choose File No file chosen

Certificate of Liability Insurance

Choose File No file chosen

Certificate of Liquor Liability Insurance

Choose File No file chosen

Certificate of Fireworks Liability Insurance

Choose File No file chosen

Additional Document

Choose File No file chosen

Action of City Council _____

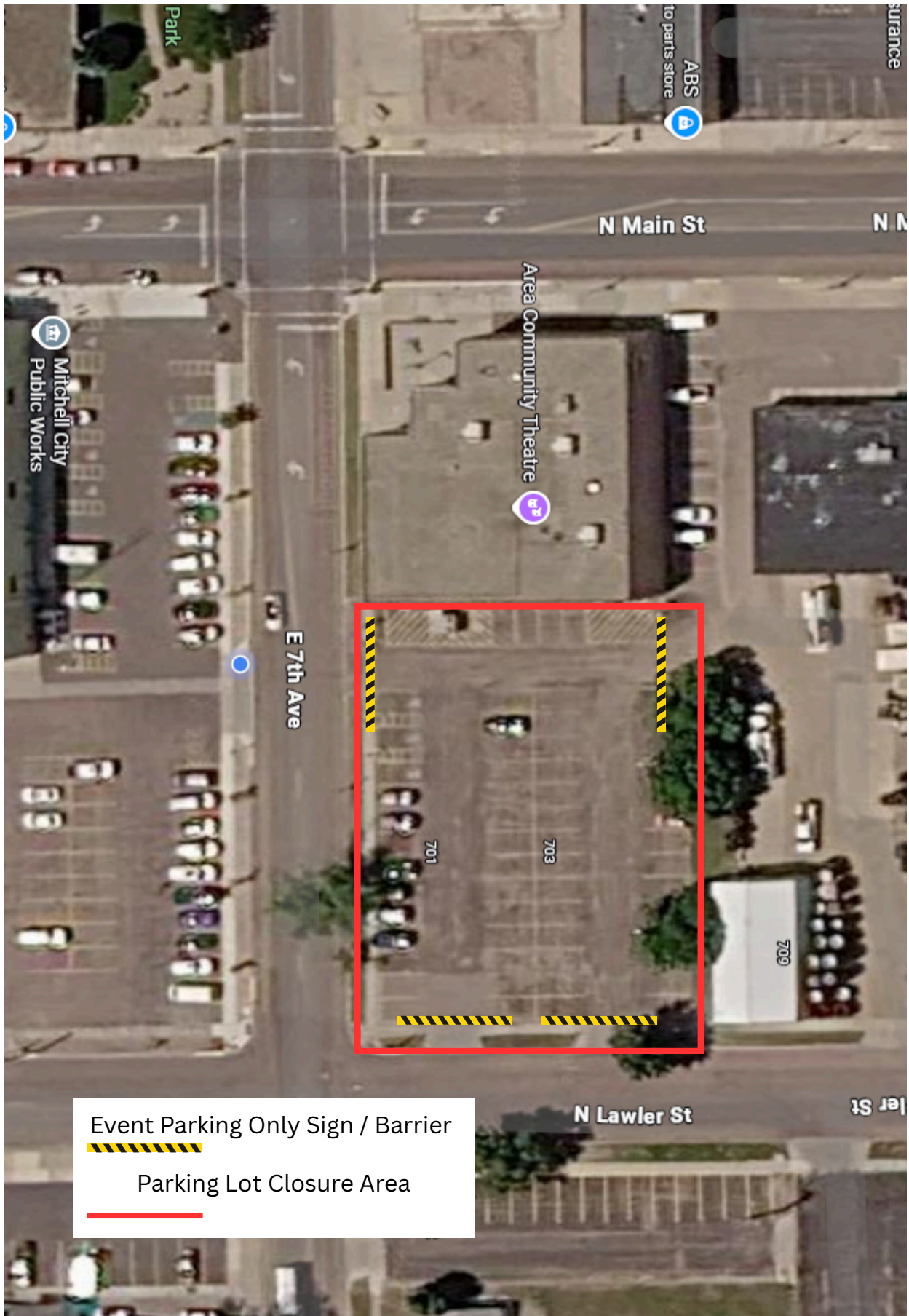
Finance Officer

Mayor

(Seal)

Date Approved: _____

Amount of Fees Paid: _____



Event Parking Only Sign / Barrier
Parking Lot Closure Area

CITY OF MITCHELL

City Council Meeting
Agenda Item Request



The deadline for agenda items is Wednesday at noon, prior to the City Council Meeting

Meeting Date Requested: **Requested By:**

Desired Action of City Council:

Amount Budgeted in current fiscal year for this item (if applicable):

Agenda Item:

Explanation/Background of Agenda Item Requested:

- April 17 and April 18 at 7:30 PM
- April 19 at 2:00 PM
- April 24 and April 25 at 7:30 PM
- April 26 at 2:00 PM

This event is open to the public, admission will be charged, alcohol will be sold and consumed, and will be held in the Pepsi Theater in the ACT.

The total anticipated attendance is 360.

***The World's Only Corn Palace hosts the following events that overlap with the requested parking lot closure:**

- **April 17 – MTC Alumni Corn Hole**
- **April 19 – MHS Band Concert**
- **April 25 – MHS Prom**

Please refer to the attached Special Event Permit Application for more details about the event.

The submitted Special Event Permit Application requests the following:

- **Parking Lot Closure (\$50 Fee)**
 - The parking lot closure is specifically for event parking for their membership and those attending the event.

The following parking lot closure is requested from 12:00 AM (Midnight) until 11:45 PM on Friday, April 17 through Sunday, April 19 & Friday, April 24 through Sunday, April 26:

- The parking lot directly behind (to the east) of the Area Community Theatre.

***Parking lot closures, which require an overnight closure, will begin at 3 AM with proper signage placed in the requested street(s).**

The ACT parking lot closure and event timeline:

1. Parking lot closure at requested time.
2. ACT staff will remove cones and place event signage over the closure signs 2 hours prior to the event to allow for event parking.
3. Post-event: cones will be reset on Friday and Saturday nights following the event, and cones will be set aside following the event on Sunday, since the closure request is complete.

Please refer to the attached Event Parking Closure Map.

The Area Community Theatre has already provided the Certificate of Liability Insurance for the event.

***If approved, approval of the submitted Special Event Permit Application will be contingent upon receipt of payment of the Special Event Permit fee prior to the day of the event.**

Print

Special Event Permit Application - Submission #4633

Date Submitted: 2/26/2026



Special Event Permit Application

Events that are open to the general public and take place on public grounds; require closure of parking lots and/or streets, sound amplification, fireworks, or are located within a park, are coordinated through the Special Event Permit Application process.

Typically, these events require permits, licenses, and approvals from several City departments, depending on the size and nature of the special event.

To apply for a Special Event Permit, please complete this application. Your application, including required attachments, needs to be submitted at least forty-five (45) days before your event.

Facility Use Agreements and additional equipment rental should also be completed at this time (if applicable).

Event Name:*

Into The Woods musical week 1

Event Date:

mm/dd/yyyy

Event Hours:*

12:00 PM — 10:00 PM

Event Dates:

4/17/2026 — 4/19/2026

Permit & License requests included in this application:*

- Parking Lot Closure (\$50 Fee)
- Street Closure (\$100 Fee)
- City Park Closure (\$100 Fee)
- Parade Permit (\$50 Fee)
- Parade Permit - w/ Escort (\$250 Fee)
- Special Event Liquor License (\$200 Fee)
- Consumption Permit (\$50 Fee)
- Consumption Permit - with Special Event Liquor License (\$0 Fee)
- Fireworks Permit (\$50 Fee)
- Noise Permit (\$0 Fee)

Time Requested for Parking Lot Closure

4/17/2026	12:00 AM	—	4/19/2026	11:45 PM
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Time Requested for Street Closure

mm/dd/yyyy	hh:mm am/pm	—	mm/dd/yyyy	hh:mm am/pm
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Time Requested for City Park Closure

mm/dd/yyyy	hh:mm am/pm	—	mm/dd/yyyy	hh:mm am/pm
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Event Information:

Overall Event Description:*

Event parking for Into The Woods musical at The Pepsi Theater
 Show-times: April 17 at 7:30 PM; April 18 at 7:30 PM; April 19 at 2:00 PM

— Please check all that apply:*

- This is a first time event.
- This event is open to the public.
- Admission will be charged.
- Vendor and / or participant fees are required.
- The event includes the sale or use of alcoholic beverages.
- Items and / or services will be sold at the event.
- The event will be held in a City Park or Facility.

Total anticipated attendance:*

180

Organization:*

Area Community Theater in Mitchell

Address:*

700 N Main St PO Box 1181

City:*

Mitchell

State:*

SD

Zip Code:*

57301

Event Application Contact Person:*

Jesse Stroud

Contact Person Email:*

mitchellact@santel.net

Contact Person Phone Number: *

605-630-5592

Day of Event Contact Person:*

Jesse Stroud

Contact Person Email:*

mitchellact@santel.net

Contact Person Phone Number:*

605-630-5592

Facility Use, Impacted Areas, and Event Map

Please provide a detailed description of what facilities and additional equipment will be needed, along with how many bleachers and picnic tables need to be reserved. Also, please provide a detailed list and description of what parking lot/street closure(s) are needed. Attach a copy of the Event Map with your application. The Event Map should show overall layout and setup locations of the following items: alcoholic concessions, beer gardens, food concessions, food prep areas, first aid facilities, trash containers/dumpsters, fencing/barriers/or barricades, sources of electricity/generators, canopies or tent locations; stages, platforms, seating, or related structures.*

Parking lot closure behind The Pepsi Theater 700 N Main
Barricades with Event Parking Only signs at each major entrance

--- This event will include the use of:

Please reserve any item(s) selected below and submit fee to the respective City Department, along with the completion and submission of the application.

- Indoor Park Shelter - air conditioning (\$159.30/day - Park & Rec Fee)
- Indoor Park Shelter - no air conditioning (\$116.82/day - Park & Rec Fee)
- Outdoor Park Shelter (\$58.41/day - Park & Rec Fee)
- City Facility or Other City Building
- Picnic Table Rental (\$25 each/day- Park & Rec Fee)
- Bleacher Rental (\$35 each/day- Park & Rec Fee)
- Electricity - Main Street Only (Confirm Fee with the Corn Palace)
- Water - Main Street Only (Confirm Fee with Corn Palace)

Safety, Security, and Accessibility

Please provide a detailed description of the safety, security, and parking plans for the event. Please describe your procedures for crowd control, internal security, and accessibility plans for individuals with disabilities, as well as what arrangements have been made for First Aid, and parking/shuttle plans to the special event.*

Parking lot closure and event timeline: 1) Parking lot closure at requested time. 2) ACT staff will remove cones and place event signage over the closure signs 2 hours prior to event to allow for event parking. 3) Post-event: cones will be set aside since closure request is complete.

Noise Permits

Special events that cannot comply with Mitchell City Code Title 5, Chapter 5, Noise Control; are required to obtain a noise permit.

MCC 5-5 can be found at: www.cityofmitchellsd.gov/specialevents

— Will sound amplification be used?

- Yes
- No

What time will sound amplification be used?

—

Please list the start time and finish time.

Will sound checks be conducted prior to the event?

- Yes
- No

When will sound checks be performed?

hh:mm am/pm

Fireworks Permits

If any fireworks, rockets, or other pyrotechnics will be used, you must complete the information below.

Fireworks permits require that the applicant acquire and provide a copy of a Certificate of Liability Insurance coverage with a \$1,000,000 General Liability per occurrence coverage with the City of Mitchell must be listed as an additional insured.

Contact information for the person(s) in charge of firing the display:

Name

Address

City

State

Zip Code

Phone Number

Email Address

Date of Display

Time of Display

 —

Type of Fireworks

- Class B Explosive (special fireworks)
- Class C Common Fireworks

Exact Location of Display:

What are the width perimeter requirements?

Insurance

Insurance for your event is **REQUIRED** before final permit approval.

- Special Events: you will need \$1,000,000 Commercial General Liability Insurance per occurrence.
- Liquor Liability Insurance is required if you are planning to sell alcoholic beverages at your event or facilities rental.
 - A minimum of \$500,000 Liquor Liability Insurance is required per occurrence.
- Fireworks Permits require \$1,000,000 of General Liability Insurance per occurrence.

All required insurance must state: **the name of the event and date(s) of the event**, and must name: **the "City of Mitchell, its officers, employees, and agents" as an additional insured.**

Insurance coverage must be maintained for the duration of the event.

-- I have the following coverage(s) and attached a copy of the Certificate(s) listed below:*

- Special Event Permit: \$1,000,000 Commercial General Liability per occurrence
- Special Event Liquor License: \$500,000 Liquor Liability per occurrence
- Fireworks Permit: \$1,000,000 General Liability per occurrence

Name of Insurance Company

Farmers Union Insurance - Mefferd Agency

Agent's Name

Andrew Mefferd

Policy Number

NPP1598440E

Phone Number

605•224-4123

Affidavit of Applicant

By typing your name by each of the items below, you are providing your acknowledgement of the requirements listed.

I understand that this application is subject to Mitchell City Council approval. Any violations of the approved permits will be grounds for law enforcement to require the immediate termination of the event.*

Jesse Stroud

I acknowledge and agree to allow the City of Mitchell to publish the Contact Person and media referral telephone numbers on the internet in conjunction with the public notices and calendar of upcoming events in the City of Mitchell.*

Jesse Stroud

I certify that the information in the foregoing application is true and correct to the best of my knowledge and belief and that I have read, understand and agree to abide by the rules and regulations governing the proposed special event and I understand that this application is made subject to the rules and regulations established by the City Council of Mitchell. I agree to abide by these rules and further certify that I, on behalf of the organization, am also authorized to commit that organization, and therefore agree to be financially responsible for any cost and fees that may be incurred by or on behalf of the Event to the City of Mitchell.*

Jesse Stroud

I have attached the following items:

- Parking Lot Closure Map
- Street Closure Map
- City Park Closure Map
- Parade Route Map
- Special Event Liquor License Boundaries with Map
- Consumption Permit Boundaries with Map
- Fireworks Map
- Event Layout Map
- Certificate of Liability Insurance
- Certificate of Liquor Liability Insurance
- Certificate of Fireworks Liability Insurance
- Additional Document

Parking Lot Closure Map

Event Parking Closure Map.pdf

Street Closure Map

Choose File No file chosen

City Park Closure Map

Mitchell ACT COI 25-26 City of Mitchell.pdf

Parade Route Map

Choose File No file chosen

Special Event Liquor License Boundaries with Map

Choose File No file chosen

Consumption Permit Boundaries with Map

Choose File No file chosen

Fireworks Map

Choose File No file chosen

Event Layout Map

Choose File No file chosen

Certificate of Liability Insurance

Choose File No file chosen

Certificate of Liquor Liability Insurance

Choose File No file chosen

Certificate of Fireworks Liability Insurance

Choose File No file chosen

Additional Document

Choose File No file chosen

Action of City Council _____

Finance Officer

Mayor

(Seal)

Date Approved: _____

Amount of Fees Paid: _____

Print

Special Event Permit Application - Submission #4634

Date Submitted: 2/26/2026



Special Event Permit Application

Events that are open to the general public and take place on public grounds; require closure of parking lots and/or streets, sound amplification, fireworks, or are located within a park, are coordinated through the Special Event Permit Application process.

Typically, these events require permits, licenses, and approvals from several City departments, depending on the size and nature of the special event.

To apply for a Special Event Permit, please complete this application. Your application, including required attachments, needs to be submitted at least forty-five (45) days before your event.

Facility Use Agreements and additional equipment rental should also be completed at this time (if applicable).

Event Name:*

Into The Woods musical week 2

Event Date:

mm/dd/yyyy

Event Hours:*

12:00 PM — 10:00 PM

Event Dates:

4/24/2026 — 4/26/2026

Permit & License requests included in this application:*

- Parking Lot Closure (\$50 Fee)
- Street Closure (\$100 Fee)
- City Park Closure (\$100 Fee)
- Parade Permit (\$50 Fee)
- Parade Permit - w/ Escort (\$250 Fee)
- Special Event Liquor License (\$200 Fee)
- Consumption Permit (\$50 Fee)
- Consumption Permit - with Special Event Liquor License (\$0 Fee)
- Fireworks Permit (\$50 Fee)
- Noise Permit (\$0 Fee)

Time Requested for Parking Lot Closure

4/24/2026	12:00 AM	—	4/26/2026	11:45 PM
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Time Requested for Street Closure

mm/dd/yyyy	hh:mm am/pm	—	mm/dd/yyyy	hh:mm am/pm
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Time Requested for City Park Closure

mm/dd/yyyy	hh:mm am/pm	—	mm/dd/yyyy	hh:mm am/pm
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Event Information:

Overall Event Description:*

Event parking for Into The Woods musical week 2 at The Pepsi Theater
 Showtimes: April 24 at 7:30 PM; April 25 at 7:30 PM; April 26 at 2:00 PM

— Please check all that apply:*

- This is a first time event.
- This event is open to the public.
- Admission will be charged.
- Vendor and / or participant fees are required.
- The event includes the sale or use of alcoholic beverages.
- Items and / or services will be sold at the event.
- The event will be held in a City Park or Facility.

Total anticipated attendance:*

180

Organization:*

Area Community Theater in Mitchell

Address:*

700 N Main St PO Box 1181

City:*

Mitchell

State:*

SD

Zip Code:*

57301

Event Application Contact Person:*

Jesse Stroud

Contact Person Email:*

mitchellact@santel.net

Contact Person Phone Number: *

605-630-5592

Day of Event Contact Person:*

Jesse Stroud

Contact Person Email:*

mitchellact@santel.net

Contact Person Phone Number:*

605-630-5592

Facility Use, Impacted Areas, and Event Map

Please provide a detailed description of what facilities and additional equipment will be needed, along with how many bleachers and picnic tables need to be reserved. Also, please provide a detailed list and description of what parking lot/street closure(s) are needed. Attach a copy of the Event Map with your application. The Event Map should show overall layout and setup locations of the following items: alcoholic concessions, beer gardens, food concessions, food prep areas, first aid facilities, trash containers/dumpsters, fencing/barriers/or barricades, sources of electricity/generators, canopies or tent locations; stages, platforms, seating, or related structures.*

Parking lot closure behind The Pepsi Theater 700 N Main
Barricades with Event Parking Only signs at each major entrance

-- **This event will include the use of:**

Please reserve any item(s) selected below and submit fee to the respective City Department, along with the completion and submission of the application.

- Indoor Park Shelter - air conditioning (\$159.30/day - Park & Rec Fee)
- Indoor Park Shelter - no air conditioning (\$116.82/day - Park & Rec Fee)
- Outdoor Park Shelter (\$58.41/day - Park & Rec Fee)
- City Facility or Other City Building
- Picnic Table Rental (\$25 each/day- Park & Rec Fee)
- Bleacher Rental (\$35 each/day- Park & Rec Fee)
- Electricity - Main Street Only (Confirm Fee with the Corn Palace)
- Water - Main Street Only (Confirm Fee with Corn Palace)

Safety, Security, and Accessibility

Please provide a detailed description of the safety, security, and parking plans for the event. Please describe your procedures for crowd control, internal security, and accessibility plans for individuals with disabilities, as well as what arrangements have been made for First Aid, and parking/shuttle plans to the special event.*

Parking lot closure and event timeline: 1) Parking lot closure at requested time. 2) ACT staff will remove cones and place event signage over the closure signs 2 hours prior to event to allow for event parking. 3) Post-event: cones will be set aside since closure request is complete.

Noise Permits

Special events that cannot comply with Mitchell City Code Title 5, Chapter 5, Noise Control, are required to obtain a noise permit. MCC 5-5 can be found at: www.cityofmitchellsd.gov/specialevents

-- **Will sound amplification be used?**

- Yes
- No

What time will sound amplification be used?

—

Please list the start time and finish time.

Will sound checks be conducted prior to the event?

- Yes
- No

When will sound checks be performed?

hh:mm am/pm

Fireworks Permits

If any fireworks, rockets, or other pyrotechnics will be used, you must complete the information below.

Fireworks permits require that the applicant acquire and provide a copy of a Certificate of Liability Insurance coverage with a \$1,000,000 General Liability per occurrence coverage with the City of Mitchell must be listed as an additional insured.

Contact information for the person(s) in charge of firing the display:

Name

[Empty text box for Name]

Address

[Empty text box for Address]

City

[Empty text box for City]

State

[Empty text box for State]

Zip Code

[Empty text box for Zip Code]

Phone Number

[Empty text box for Phone Number]

Email Address

[Empty text box for Email Address]

Date of Display

mm/dd/yyyy

Time of Display

hh:mm am/pm — hh:mm am/pm

Type of Fireworks

- Class B Explosive (special fireworks)
- Class C Common Fireworks

Exact Location of Display:

What are the width perimeter requirements?

Insurance

Insurance for your event is **REQUIRED** before final permit approval.

- Special Events: you will need \$1,000,000 Commercial General Liability Insurance per occurrence.
- Liquor Liability Insurance is required if you are planning to sell alcoholic beverages at your event or facilities rental.
 - A minimum of \$500,000 Liquor Liability Insurance is required per occurrence.
- Fireworks Permits require \$1,000,000 of General Liability Insurance per occurrence.

All required insurance must state: **the name of the event and date(s) of the event**, and must name: **the "City of Mitchell, its officers, employees, and agents" as an additional insured.**

Insurance coverage must be maintained for the duration of the event.

—I have the following coverage(s) and attached a copy of the Certificate(s) listed below:*

- Special Event Permit: \$1,000,000 Commercial General Liability per occurrence
- Special Event Liquor License: \$500,000 Liquor Liability per occurrence
- Fireworks Permit: \$1,000,000 General Liability per occurrence

Name of Insurance Company

Agent's Name

Farmers Union Insurance - Mefferd Agency

Andrew Mefferd

Policy Number

Phone Number

NPP1598440E

605•224-4123

Affidavit of Applicant

By typing your name by each of the items below, you are providing your acknowledgement of the requirements listed.

I understand that this application is subject to Mitchell City Council approval. Any violations of the approved permits will be grounds for law enforcement to require the immediate termination of the event.*

Jesse Stroud

I acknowledge and agree to allow the City of Mitchell to publish the Contact Person and media referral telephone numbers on the internet in conjunction with the public notices and calendar of upcoming events in the City of Mitchell.*

Jesse Stroud

I certify that the information in the foregoing application is true and correct to the best of my knowledge and belief and that I have read, understand and agree to abide by the rules and regulations governing the proposed special event and I understand that this application is made subject to the rules and regulations established by the City Council of Mitchell. I agree to abide by these rules and further certify that I, on behalf of the organization, am also authorized to commit that organization, and therefore agree to be financially responsible for any cost and fees that may be incurred by or on behalf of the Event to the City of Mitchell.*

Jesse Stroud

I have attached the following items:

- Parking Lot Closure Map
- Street Closure Map
- City Park Closure Map
- Parade Route Map
- Special Event Liquor License Boundaries with Map
- Consumption Permit Boundaries with Map
- Fireworks Map
- Event Layout Map
- Certificate of Liability Insurance
- Certificate of Liquor Liability Insurance
- Certificate of Fireworks Liability Insurance
- Additional Document

Parking Lot Closure Map

Event Parking Closure Map.pdf

Street Closure Map

Choose File No file chosen

City Park Closure Map

Choose File No file chosen

Parade Route Map

Choose File No file chosen

Special Event Liquor License Boundaries with Map

Choose File No file chosen

Consumption Permit Boundaries with Map

Choose File No file chosen

Fireworks Map

Choose File No file chosen

Event Layout Map

Choose File No file chosen

Certificate of Liability Insurance

Mitchell ACT COI 25-26 City of Mitchell.pdf

Certificate of Liquor Liability Insurance

Choose File No file chosen

Certificate of Fireworks Liability Insurance

Choose File No file chosen

Additional Document

Choose File No file chosen

Action of City Council _____

Finance Officer

Mayor

(Seal)

Date Approved: _____

Amount of Fees Paid: _____



Event Parking Only Sign / Barrier
Parking Lot Closure Area

CITY OF MITCHELL

City Council Meeting
Agenda Item Request



The deadline for agenda items is Wednesday at noon, prior to the City Council Meeting

Meeting Date Requested: **Requested By:**

Desired Action of City Council:

Amount Budgeted in current fiscal year for this item (if applicable):

Agenda Item:

Explanation/Background of Agenda Item Requested: The Area Community Theatre (ACT) is requesting a Special Event Permit for Thursday Night Live at The Pepsi Theater on Thursday, April 30, 2026.

This event is open to the public, admission will be charged, alcohol will be sold and consumed, and will be held in the Pepsi Theater in the ACT.

The total anticipated attendance is 180.

***This event does not overlap with any events taking place at The World's Only Corn Palace.**

Please refer to the attached Special Event Permit Application for more details about the event.

The submitted Special Event Permit Application requests the following:

- Parking Lot Closure (*\$50 Fee*)
 - The parking lot closure is specifically for event parking for their membership and those attending the event.

The following parking lot closure is requested from 12:00 AM (Midnight) until 11:45 PM on Thursday, April 30:

- The parking lot directly behind (to the east) of the Area Community Theatre.

***Parking lot closures, which require an overnight closure, will begin at 3 AM with proper signage placed in the requested street(s).**

The ACT parking lot closure and event timeline:

1. Parking lot closure at requested time.
2. ACT staff will remove cones and place event signage over the closure signs 2 hours prior to the event to allow for event parking.
3. Post-event: cones will be set aside following the event, since the closure request is complete.

Please refer to the attached Event Parking Closure Map.

The Area Community Theatre has already provided the Certificate of Liability Insurance for the event.

***If approved, approval of the submitted Special Event Permit Application will be contingent upon receipt of payment of the Special Event Permit fee prior to the day of the event.**

Print

Special Event Permit Application - Submission #4635

Date Submitted: 2/26/2026



Special Event Permit Application

Events that are open to the general public and take place on public grounds; require closure of parking lots and/or streets, sound amplification, fireworks, or are located within a park, are coordinated through the Special Event Permit Application process.

Typically, these events require permits, licenses, and approvals from several City departments, depending on the size and nature of the special event.

To apply for a Special Event Permit, please complete this application. Your application, including required attachments, needs to be submitted at least forty-five (45) days before your event.

Facility Use Agreements and additional equipment rental should also be completed at this time (if applicable).

Event Name:*

Thursday Night Live at The Pepsi Theater

Event Date:

4/30/2026

Event Hours:*

06:00 PM — 10:00 PM

Event Dates:

mm/dd/yyyy — mm/dd/yyyy

Permit & License requests included in this application:*

- Parking Lot Closure (\$50 Fee)
- Street Closure (\$100 Fee)
- City Park Closure (\$100 Fee)
- Parade Permit (\$50 Fee)
- Parade Permit - w/ Escort (\$250 Fee)
- Special Event Liquor License (\$200 Fee)
- Consumption Permit (\$50 Fee)
- Consumption Permit - with Special Event Liquor License (\$0 Fee)
- Fireworks Permit (\$50 Fee)
- Noise Permit (\$0 Fee)

Time Requested for Parking Lot Closure

4/30/2026	12:00 AM	—	4/30/2026	11:45 PM
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Time Requested for Street Closure

mm/dd/yyyy	hh:mm am/pm	—	mm/dd/yyyy	hh:mm am/pm
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Time Requested for City Park Closure

mm/dd/yyyy	hh:mm am/pm	—	mm/dd/yyyy	hh:mm am/pm
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Event Information:

Overall Event Description:*

Event parking for Thursday Night Live at The Pepsi Theater

— Please check all that apply:*

- This is a first time event.
- This event is open to the public.
- Admission will be charged.
- Vendor and / or participant fees are required.
- The event includes the sale or use of alcoholic beverages.
- Items and / or services will be sold at the event.
- The event will be held in a City Park or Facility.

Total anticipated attendance:*

180

Organization:*

Area Community Theater in Mitchell

Address:*

700 N Main St PO Box 1181

City:*

Mitchell

State:*

SD

Zip Code:*

57301

Event Application Contact Person:*

Jesse Stroud

Contact Person Email:*

mitchellact@santel.net

Contact Person Phone Number: *

605-630-5592

Day of Event Contact Person:*

Jesse Stroud

Contact Person Email:*

mitchellact@santel.net

Contact Person Phone Number:*

605-630-5592

Facility Use, Impacted Areas, and Event Map

Please provide a detailed description of what facilities and additional equipment will be needed, along with how many bleachers and picnic tables need to be reserved. Also, please provide a detailed list and description of what parking lot/street closure(s) are needed. Attach a copy of the Event Map with your application. The Event Map should show overall layout and setup locations of the following items: alcoholic concessions, beer gardens, food concessions, food prep areas, first aid facilities, trash containers/dumpsters, fencing/barriers/or barricades, sources of electricity/generators, canopies or tent locations; stages, platforms, seating, or related structures.*

Parking lot closure behind The Pepsi Theater 700 N Main
Barricades with Event Parking Only signs at each major entrance

This event will include the use of:

Please reserve any item(s) selected below and submit fee to the respective City Department, along with the completion and submission of the application.

- Indoor Park Shelter - air conditioning (\$159.30/day - Park & Rec Fee)
- Indoor Park Shelter - no air conditioning (\$116.82/day - Park & Rec Fee)
- Outdoor Park Shelter (\$58.41/day - Park & Rec Fee)
- City Facility or Other City Building
- Picnic Table Rental (\$25 each/day- Park & Rec Fee)
- Bleacher Rental (\$35 each/day- Park & Rec Fee)
- Electricity - Main Street Only (Confirm Fee with the Corn Palace)
- Water - Main Street Only (Confirm Fee with Corn Palace)

Safety, Security, and Accessibility

Please provide a detailed description of the safety, security, and parking plans for the event. Please describe your procedures for crowd control, internal security, and accessibility plans for individuals with disabilities, as well as what arrangements have been made for First Aid, and parking/shuttle plans to the special event.*

Parking lot closure and event timeline: 1) Parking lot closure at requested time. 2) ACT staff will remove cones and place event signage over the closure signs 2 hours prior to event to allow for event parking. 3) Post-event: cones will be set aside since closure request is complete.

Noise Permits

Special events that cannot comply with Mitchell City Code Title 5, Chapter 5, Noise Control; are required to obtain a noise permit. MCC 5-5 can be found at: www.cityofmitchellsd.gov/specialevents

Will sound amplification be used?

- Yes
- No

What time will sound amplification be used?

—

Please list the start time and finish time.

Will sound checks be conducted prior to the event?

- Yes
- No

When will sound checks be performed?

hh:mm am/pm

Fireworks Permits

If any fireworks, rockets, or other pyrotechnics will be used, you must complete the information below.

Fireworks permits require that the applicant acquire and provide a copy of a Certificate of Liability Insurance coverage with a \$1,000,000 General Liability per occurrence coverage with the City of Mitchell must be listed as an additional insured.

Contact information for the person(s) in charge of firing the display:

Name

Address

City

State

Zip Code

Phone Number

Email Address

Date of Display

mm/dd/yyyy

Time of Display

hh:mm am/pm — hh:mm am/pm

Type of Fireworks

- Class B Explosive (special fireworks)
- Class C Common Fireworks

Exact Location of Display:

What are the width perimeter requirements?

Insurance

Insurance for your event is **REQUIRED** before final permit approval.

- Special Events: you will need \$1,000,000 Commercial General Liability Insurance per occurrence.
- Liquor Liability Insurance is required if you are planning to sell alcoholic beverages at your event or facilities rental.
 - A minimum of \$500,000 Liquor Liability Insurance is required per occurrence.
- Fireworks Permits require \$1,000,000 of General Liability Insurance per occurrence.

All required insurance must state: **the name of the event and date(s) of the event**, and must name: **the "City of Mitchell, its officers, employees, and agents"** as an **additional insured**.

Insurance coverage must be maintained for the duration of the event.

I have the following coverage(s) and attached a copy of the Certificate(s) listed below:*

- Special Event Permit: \$1,000,000 Commercial General Liability per occurrence
- Special Event Liquor License: \$500,000 Liquor Liability per occurrence
- Fireworks Permit: \$1,000,000 General Liability per occurrence

Name of Insurance Company

Agent's Name

Farmers Union Insurance - Mefferd Agency

Andrew Mefferd

Policy Number

Phone Number

NPP1598440E

605•224-4123

Affidavit of Applicant

By typing your name by each of the items below, you are providing your acknowledgement of the requirements listed.

I understand that this application is subject to Mitchell City Council approval. Any violations of the approved permits will be grounds for law enforcement to require the immediate termination of the event.*

Jesse Stroud

I acknowledge and agree to allow the City of Mitchell to publish the Contact Person and media referral telephone numbers on the internet in conjunction with the public notices and calendar of upcoming events in the City of Mitchell.*

Jesse Stroud

I certify that the information in the foregoing application is true and correct to the best of my knowledge and belief and that I have read, understand and agree to abide by the rules and regulations governing the proposed special event and I understand that this application is made subject to the rules and regulations established by the City Council of Mitchell. I agree to abide by these rules and further certify that I, on behalf of the organization, am also authorized to commit that organization, and therefore agree to be financially responsible for any cost and fees that may be incurred by or on behalf of the Event to the City of Mitchell.*

Jesse Stroud

I have attached the following items:

- Parking Lot Closure Map
- Street Closure Map
- City Park Closure Map
- Parade Route Map
- Special Event Liquor License Boundaries with Map
- Consumption Permit Boundaries with Map
- Fireworks Map
- Event Layout Map
- Certificate of Liability Insurance
- Certificate of Liquor Liability Insurance
- Certificate of Fireworks Liability Insurance
- Additional Document

Parking Lot Closure Map

Event Parking Closure Map.pdf

Street Closure Map

Choose File No file chosen

City Park Closure Map

Choose File No file chosen

Parade Route Map

Choose File No file chosen

Special Event Liquor License Boundaries with Map

Choose File No file chosen

Consumption Permit Boundaries with Map

Choose File No file chosen

Fireworks Map

Choose File No file chosen

Event Layout Map

Choose File No file chosen

Certificate of Liability Insurance

Mitchell ACT COI 25-26 City of Mitchell.pdf

Certificate of Liquor Liability Insurance

Choose File No file chosen

Certificate of Fireworks Liability Insurance

Choose File No file chosen

Additional Document

Choose File No file chosen

Action of City Council _____

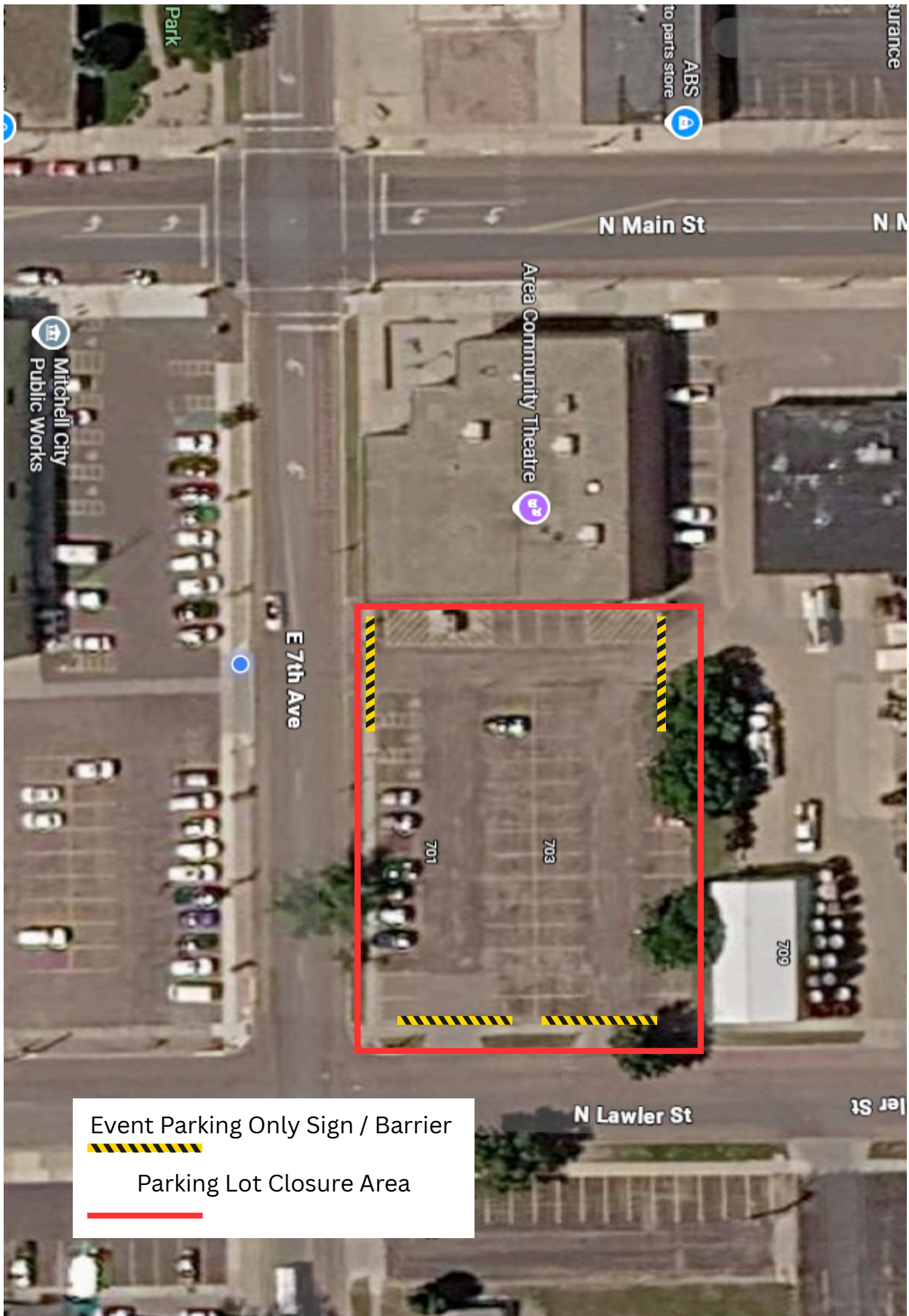
Finance Officer

Mayor

(Seal)

Date Approved: _____

Amount of Fees Paid: _____



Event Parking Only Sign / Barrier
Parking Lot Closure Area

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).


PRODUCER Farmers Union Insurance - Mefferd Agency 1007 E Wells Ave PO Box 1003 Pierre SD 57501	CONTACT NAME: Andrew Mefferd PHONE (A/C, No, Ext): 605-224-4123 E-MAIL ADDRESS: andrew.mefferd@fumic.com	FAX (A/C, No): 1-844-995-7979
	INSURER(S) AFFORDING COVERAGE INSURER A: USLI	
INSURED Area Community Theatre Inc. DBA Mitchell ACT 700 N Main St Mitchell SD 57301	INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	NAIC #

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. *LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. LIMITS SHOWN ARE INCLUSIVE OF AMOUNTS REQUESTED BY THE CERTIFICATE HOLDER AND MAY NOT REFLECT POLICY LIMIT AMOUNTS IN EXCESS OF THOSE REQUESTED. *Not Applicable in WY

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	NPP1598440E	10/07/2025	10/07/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY	<input type="checkbox"/>	<input type="checkbox"/>				COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$	<input type="checkbox"/>	<input type="checkbox"/>				EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/>	<input type="checkbox"/>	N/A			<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Coverage includes liquor liability and blanket additional insured.

CERTIFICATE HOLDER City Of Mitchell 612 N Main St Mitchell, SD 57301	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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CITY OF MITCHELL

City Council Meeting
Agenda Item Request



The deadline for agenda items is Wednesday at noon, prior to the City Council Meeting

Meeting Date Requested: **Requested By:**

Desired Action of City Council:

Amount Budgeted in current fiscal year for this item (if applicable):

Agenda Item:

Explanation/Background of Agenda Item Requested: The South Dakota Christian Motorcyclists Association is requesting a Special Event Permit for Great Faces Rally by Christian Motorcyclists Association Bike Show on Friday, July 17, 2026, from 5:30 PM until 10:00 PM.

This is a first time event in Mitchell, SD and the event is open to the public.

The total anticipated attendance is 100.

This event is a fun bike show with a variety of categories that are voted on by the public. Root beer floats will be available with free-will donations that go to the CMA Youth Fund.

Please refer to the attached Special Event Permit Application for more details about the event.

The submitted Special Event Permit Application requests the following:

- Parking Lot Closure (\$50 Fee)

The following parking lot closure is requested from 4:30 PM until 10:00 PM on Friday, July 17:

- The parking lot on the northwest corner of Railroad Avenue and South Main Street.

***Parking lot closures, which require an overnight closure, will begin at 3 AM with proper signage placed in the requested street(s).**

Please refer to the attached, Bike Show Parking Lot Closure Map.

The Christian Motorcyclists Association will provide the Certificate of Liability Insurance once it becomes available.

***If approved, approval of the submitted Special Event Permit Application will be contingent upon receipt of the Certificate of Liability Insurance and payment of the Special Event Permit fee prior to the day of the event.**

Staff recommends City Council approval of the Special Event Permit as stated in the Special Event Permit Application.

Print

Special Event Permit Application - Submission #4639

Date Submitted: 3/3/2026



Special Event Permit Application

Events that are open to the general public and take place on public grounds; require closure of parking lots and/or streets, sound amplification, fireworks, or are located within a park, are coordinated through the Special Event Permit Application process.

Typically, these events require permits, licenses, and approvals from several City departments, depending on the size and nature of the special event.

To apply for a Special Event Permit, please complete this application. Your application, including required attachments, needs to be submitted at least forty-five (45) days before your event.

Facility Use Agreements and additional equipment rental should also be completed at this time (if applicable).

Event Name:*

Great Faces Rally by Christian Motorcycle Association Bike Show

Event Date:

7/17/2026

Event Hours:*

05:30 PM — 10:00 PM

Event Dates:

mm/dd/yyyy — mm/dd/yyyy

Permit & License requests included in this application:*

- Parking Lot Closure (\$50 Fee)
- Street Closure (\$100 Fee)
- City Park Closure (\$100 Fee)
- Parade Permit (\$50 Fee)
- Parade Permit - w/ Escort (\$250 Fee)
- Special Event Liquor License (\$200 Fee)
- Consumption Permit (\$50 Fee)
- Consumption Permit - with Special Event Liquor License (\$0 Fee)
- Fireworks Permit (\$50 Fee)
- Noise Permit (\$0 Fee)

Time Requested for Parking Lot Closure

7/17/2026	04:30 PM	—	7/17/2026	10:00 PM
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Time Requested for Street Closure

mm/dd/yyyy	hh:mm am/pm	—	mm/dd/yyyy	hh:mm am/pm
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Time Requested for City Park Closure

mm/dd/yyyy	hh:mm am/pm	—	mm/dd/yyyy	hh:mm am/pm
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Event Information:

Overall Event Description:*

This is a fun bike show. Where we have fun categories (road warrior, bedazzled, kid's bicycle, vacationer, etc.).

Open to the public. It's voted on by the public.

Root beer floats are available. Donations available.

Donations go to the CMA Youth Fund.

Please check all that apply:*

- This is a first time event.
- This event is open to the public.
- Admission will be charged.
- Vendor and / or participant fees are required.
- The event includes the sale or use of alcoholic beverages.
- Items and / or services will be sold at the event.
- The event will be held in a City Park or Facility.

Total anticipated attendance:*

100

Organization:*

South Dakota Christian Motorcycle Association - Barry Eberhard, State Coordinator

Address:*

PO 17

City:*

Humboldt

State:*

SD

Zip Code:*

57035

Event Application Contact Person:*

Tracey Eberhard

Contact Person Email:*

tracey@siouxvalley.net

Contact Person Phone Number: *

605-999-1930

Day of Event Contact Person:*

Tracey Eberhard

Contact Person Email:*

tracey@siouxvalley.net

Contact Person Phone Number:*

605-999-1930

Facility Use, Impacted Areas, and Event Map

Please provide a detailed description of what facilities and additional equipment will be needed, along with how many bleachers and picnic tables need to be reserved. Also, please provide a detailed list and description of what parking lot/street closure(s) are needed. Attach a copy of the Event Map with your application. The Event Map should show overall layout and setup locations of the following items: alcoholic concessions, beer gardens, food concessions, food prep areas, first aid facilities, trash containers/dumpsters, fencing/barriers/or barricades, sources of electricity/generators, canopies or tent locations; stages, platforms, seating, or related structures.*

Requesting closure of parking lot on the northwest corner of Railroad Avenue and South Main Street.

— This event will include the use of:

Please reserve any item(s) selected below and submit fee to the respective City Department, along with the completion and submission of the application.

- Indoor Park Shelter - air conditioning (\$159.30/day - Park & Rec Fee)
- Indoor Park Shelter - no air conditioning (\$116.82/day - Park & Rec Fee)
- Outdoor Park Shelter (\$58.41/day - Park & Rec Fee)
- City Facility or Other City Building
- Picnic Table Rental (\$25 each/day- Park & Rec Fee)
- Bleacher Rental (\$35 each/day- Park & Rec Fee)
- Electricity - Main Street Only (Confirm Fee with the Corn Palace)
- Water - Main Street Only (Confirm Fee with Corn Palace)

Safety, Security, and Accessibility

Please provide a detailed description of the safety, security, and parking plans for the event. Please describe your procedures for crowd control, internal security, and accessibility plans for individuals with disabilities, as well as what arrangements have been made for First Aid, and parking/shuttle plans to the special event.*

The local, CMA chapter (Prairie Fire Riders) will be helping to park bikes. All bikes will enter and exit from the main street entrances.

Noise Permits

Special events that cannot comply with Mitchell City Code Title 5, Chapter 5, Noise Control; are required to obtain a noise permit. MCC 5-5 can be found at: www.cityofmitchellsd.gov/specialevents

Will sound amplification be used?

- Yes
- No

What time will sound amplification be used?

 —

Please list the start time and finish time.

Will sound checks be conducted prior to the event?

- Yes
- No

When will sound checks be performed?

Fireworks Permits

If any fireworks, rockets, or other pyrotechnics will be used, you must complete the information below.

Fireworks permits require that the applicant acquire and provide a copy of a Certificate of Liability Insurance coverage with a \$1,000,000 General Liability per occurrence coverage with the City of Mitchell must be listed as an additional insured.

Contact information for the person(s) in charge of firing the display:

Name

Address

City

State

Zip Code

Phone Number

Email Address

Date of Display

Time of Display

 —

Type of Fireworks

- Class B Explosive (special fireworks)
- Class C Common Fireworks

Exact Location of Display:

What are the width perimeter requirements?

Insurance

Insurance for your event is **REQUIRED** before final permit approval.

- Special Events: you will need \$1,000,000 Commercial General Liability Insurance per occurrence.
- Liquor Liability Insurance is required if you are planning to sell alcoholic beverages at your event or facilities rental.
 - A minimum of \$500,000 Liquor Liability Insurance is required per occurrence.
- Fireworks Permits require \$1,000,000 of General Liability Insurance per occurrence.

All required insurance must state: **the name of the event and date(s) of the event**, and must name: **the "City of Mitchell, its officers, employees, and agents" as an additional insured.**

Insurance coverage must be maintained for the duration of the event.

I have the following coverage(s) and attached a copy of the Certificate(s) listed below:*

- Special Event Permit: \$1,000,000 Commercial General Liability per occurrence
- Special Event Liquor License: \$500,000 Liquor Liability per occurrence
- Fireworks Permit: \$1,000,000 General Liability per occurrence

Name of Insurance Company

Agent's Name

Policy Number

Phone Number

Affidavit of Applicant

By typing your name by each of the items below, you are providing your acknowledgement of the requirements listed.

I understand that this application is subject to Mitchell City Council approval. Any violations of the approved permits will be grounds for law enforcement to require the immediate termination of the event.*

Tracey Eberhard

I acknowledge and agree to allow the City of Mitchell to publish the Contact Person and media referral telephone numbers on the internet in conjunction with the public notices and calendar of upcoming events in the City of Mitchell.*

Tracey Eberhard

I certify that the information in the foregoing application is true and correct to the best of my knowledge and belief and that I have read, understand and agree to abide by the rules and regulations governing the proposed special event and I understand that this application is made subject to the rules and regulations established by the City Council of Mitchell. I agree to abide by these rules and further certify that I, on behalf of the organization, am also authorized to commit that organization, and therefore agree to be financially responsible for any cost and fees that may be incurred by or on behalf of the Event to the City of Mitchell.*

Tracey Eberhard

— I have attached the following items:

- Parking Lot Closure Map
- Street Closure Map
- City Park Closure Map
- Parade Route Map
- Special Event Liquor License Boundaries with Map
- Consumption Permit Boundaries with Map
- Fireworks Map
- Event Layout Map
- Certificate of Liability Insurance
- Certificate of Liquor Liability Insurance
- Certificate of Fireworks Liability Insurance
- Additional Document

Parking Lot Closure Map

Choose File No file chosen

Street Closure Map

Choose File No file chosen

City Park Closure Map

Choose File No file chosen

Parade Route Map

Choose File No file chosen

Special Event Liquor License Boundaries with Map

Choose File No file chosen

Consumption Permit Boundaries with Map

Choose File No file chosen

Fireworks Map

Choose File No file chosen

Event Layout Map

Choose File No file chosen

Certificate of Liability Insurance

Choose File No file chosen

Certificate of Liquor Liability Insurance

Choose File No file chosen

Certificate of Fireworks Liability Insurance

Choose File No file chosen

Additional Document

Choose File No file chosen

Action of City Council _____

Finance Officer

Mayor

(Seal)

Date Approved: _____

Amount of Fees Paid: _____



CITY OF MITCHELL

City Council Meeting
Agenda Item Request



The deadline for agenda items is Wednesday at noon, prior to the City Council Meeting

Meeting Date Requested: **Requested By:**

Desired Action of City Council:

Amount Budgeted in current fiscal year for this item (if applicable):

Agenda Item:

Explanation/Background of Agenda Item Requested:

- Existing 15 Minute Parking Spaces
- Requested 15 Minute Parking Space



CITY OF MITCHELL

City Council Meeting
Agenda Item Request



The deadline for agenda items is Wednesday at noon, prior to the City Council Meeting

Meeting Date Requested: **Requested By:**

Desired Action of City Council:

Amount Budgeted in current fiscal year for this item (if applicable):

Agenda Item:

Explanation/Background of Agenda Item Requested:

TO: Mitchell Main Street & Beyond

FROM: GF Advertising Services

RE: Boulevard Banners

DATE: 3/4/2026



54" h x 24" w Custom Avenue Banner

Take your message to the streets with the 54" x 24" custom avenue banner! Made of opaque vinyl, the double-sided banner offers a wide scope of visual design possibilities. Each banner comes finished with a 3" standard sewn sleeve at the top and bottom with adjacent grommets on one side. A full color imprint of your advertising message, logo, and more will add a splash of color to shopping districts, neighborhoods, convention centers, and much more. Please note: hardware is sold separately and optional cut wind vents are available. Have customers see your brand at every corner with this practical promotion! Made with 28 oz. vinyl. **Prop 65 WARNING**

Double Sided Graphic (can be different) | Product Size: 54" h x 24" w / Imprint Area: 44" h x 20" w

Quantity 94: \$63.95 / banner (full-color digital print)

\$50.00 Setup Charge

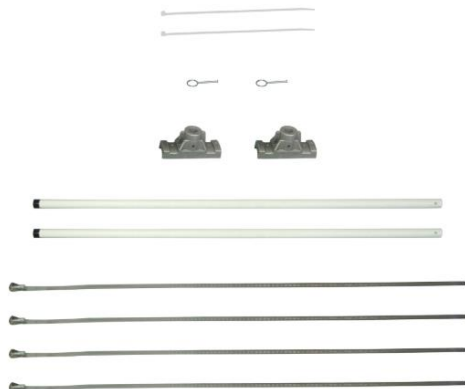
Freight & Tax Additional (Artwork charges additional if needed)

Hardware: 24" Single Economy Fiberglass Mounting Set

Make your flags stand up tall with the avenue banner hardware! Constructed out of fiberglass, the durable hardware allows you to display your banners easily and securely. The 3" x 5" aluminum brackets have 4 slots and come with adjustable stainless-steel bands to accommodate most light poles. This hardware set also includes a 3/4" rod with a convenient removable ring and pin system so you don't have to take it down while not in use. Display any banner that features your logo or advertising message at your next event! This hardware is designed to hold banners that are 22" or less and have a total square footage of less than 20'. **Prop 65 WARNING**

Quantity 94: \$99.00 / set

Freight & Tax Additional



CITY OF MITCHELL

City Council Meeting
Agenda Item Request



The deadline for agenda items is Wednesday at noon, prior to the City Council Meeting

Meeting Date Requested: **Requested By:**

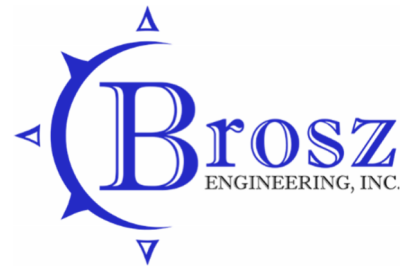
Desired Action of City Council:

Amount Budgeted in current fiscal year for this item (if applicable):

Agenda Item:

Explanation/Background of Agenda Item Requested:

February 27, 2026



Joe Schroeder, PE
City of Mitchell
612 North Main Street
Mitchell, SD 57301

RE: East 5th Avenue Reconstruction Bid Opening Recommendation

Dear Mr. Schroeder:

On Wednesday, February 25, 2026 bids were opened for the East 5th Avenue Reconstruction Project at City Hall. Seven (7) bids were received, and all contained a bid bond and acknowledged all addenda. All bids were read aloud with Halme, Inc., of Lake Norden, SD being the apparent low bidder.

The low bid for the project was \$2,209,458.28, which is 28% less than the final engineer estimate of \$3,065,819.50. The low bid was only \$942.24 (0.04%) lower than the next lowest bid. In fact, the fourth lowest bid was only \$63,519.72 (2.8%) lower than the low bid. Lower material costs and a highly competitive bidding environment most likely produced the prices that were significantly less than the engineers estimate.

We have thoroughly reviewed all bidding documentation that were received. All submitted bids included the required documentation and are considered valid. The apparent low bid, prepared by Halme, Inc., is responsive and acceptable.

It is our recommendation to approve the bidding for the project and accept the low bid submitted by Halme, Inc., and issue a formal Notice of Award to provide construction services.

Attached is the certified bid tabulation for the project. If you have any questions, do not hesitate to contact me at (605) 224-1123.

BROSZ ENGINEERING, INC.

A handwritten signature in black ink, appearing to read 'Chancey E. Shrake', with a long horizontal line extending to the right.

Chancey E. Shrake, PE
Senior Engineer

p (605) 224-1123

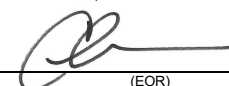
e chanceys@broszengineering.com

Certified Bid Tabulation

Project: E. 5TH AVE RECONSTRUCTION - 2407004
Owner: CITY OF MITCHELL
Bid Opening Date/Time: WEDNESDAY, FEBRUARY 25, 2026 - 1:30PM Local Time

Bid Security				10% Bid Bond				10% Bid Bond							
Bidder				ENGINEERS ESTIMATE				METRO CONSTRUCTION, INC.				HALME, INC.			
Item #	Description	Quantity	Units	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price		
1	Mobilization	1	LS	\$ 300,000.00	\$ 300,000.00	\$ 221,060.00	\$ 221,060.00	\$ 131,000.00	\$ 131,000.00						
2	Remove Concrete Curb and/ or Gutter	5,927	FT	\$ 5.00	\$ 29,635.00	\$ 3.51	\$ 20,803.77	\$ 1.95	\$ 11,557.65						
3	Remove Asphalt Concrete Pavement	13,677	SY	\$ 2.50	\$ 34,192.50	\$ 3.35	\$ 45,817.95	\$ 2.70	\$ 36,927.90						
4	Remove Concrete Pavement	13,083	SY	\$ 2.50	\$ 32,707.50	\$ 8.86	\$ 115,915.38	\$ 3.50	\$ 45,790.50						
5	Remove Concrete Driveway Pavement	6,086	SF	\$ 5.00	\$ 30,430.00	\$ 7.24	\$ 44,062.64	\$ 1.50	\$ 9,129.00						
6	Remove Concrete Sidewalk	11,695	SF	\$ 2.00	\$ 23,390.00	\$ 0.69	\$ 8,069.55	\$ 1.10	\$ 12,864.50						
7	Remove & Reset Sign	33	Each	\$ 500.00	\$ 16,500.00	\$ 108.00	\$ 3,564.00	\$ 107.00	\$ 3,531.00						
8	Saw Existing Asphalt	571	LF	\$ 5.00	\$ 2,855.00	\$ 4.89	\$ 2,792.19	\$ 1.60	\$ 913.60						
9	Unclassified Excavation	7,222	CY	\$ 5.00	\$ 36,110.00	\$ 8.32	\$ 60,087.04	\$ 7.50	\$ 54,165.00						
10	Unclassified Excavation, Digouts	300	CY	\$ 20.00	\$ 6,000.00	\$ 19.44	\$ 5,832.00	\$ 7.00	\$ 2,100.00						
11	Ordinary Roadway Shaping	13,325	SY	\$ 2.00	\$ 26,650.00	\$ 2.38	\$ 31,713.50	\$ 2.25	\$ 29,981.25						
12	Contractor Furnished Topsoil	200	CY	\$ 6.00	\$ 1,200.00	\$ 43.20	\$ 8,640.00	\$ 25.00	\$ 5,000.00						
13	Base Course, City Furnished	9,780	TON	\$ 20.00	\$ 195,600.00	\$ 9.94	\$ 97,213.20	\$ 10.50	\$ 102,690.00						
14	4" Asphalt Concrete	3,071	TON	\$ 175.00	\$ 537,425.00	\$ 118.80	\$ 364,834.80	\$ 117.00	\$ 359,307.00						
15	4" PCC Driveway Pavement	846	SY	\$ 50.00	\$ 42,300.00	\$ 56.16	\$ 47,511.36	\$ 55.00	\$ 46,530.00						
16	6" PCC Fillet	252	SY	\$ 125.00	\$ 31,500.00	\$ 103.68	\$ 26,127.36	\$ 105.00	\$ 26,460.00						
17	Seeding, Fertilizing, Mulching	3,872	SY	\$ 3.50	\$ 13,552.00	\$ 1.46	\$ 5,653.12	\$ 1.10	\$ 4,259.20						
18	Traffic Control Signs	480	SF	\$ 6.00	\$ 2,880.00	\$ 4.32	\$ 2,073.60	\$ 4.30	\$ 2,064.00						
19	Traffic Control, Miscellaneous	1	LS	\$ 5,000.00	\$ 5,000.00	\$ 13,932.00	\$ 13,932.00	\$ 16,500.00	\$ 16,500.00						
20	Type III Barricade	54	Each	\$ 110.00	\$ 5,940.00	\$ 108.00	\$ 5,832.00	\$ 107.00	\$ 5,778.00						
21	Concrete Curb & Gutter	5,357	FT	\$ 30.00	\$ 160,710.00	\$ 20.52	\$ 109,925.64	\$ 21.00	\$ 112,497.00						
22	4" Concrete Sidewalk	9,122	SF	\$ 10.00	\$ 91,220.00	\$ 6.37	\$ 58,107.14	\$ 6.40	\$ 58,380.80						
23	Type 1 Detectable Warnings	480	SF	\$ 70.00	\$ 33,600.00	\$ 66.96	\$ 32,140.80	\$ 68.00	\$ 32,640.00						
24	Erosion Control	1	LS	\$ 10,000.00	\$ 10,000.00	\$ 1,080.00	\$ 1,080.00	\$ 4,300.00	\$ 4,300.00						
25	Pavement Marking	2,937	FT	\$ 2.00	\$ 5,874.00	\$ 0.54	\$ 1,585.98	\$ 0.54	\$ 1,585.98						
26	Remove Sanitary Manhole	6	Each	\$ 3,000.00	\$ 18,000.00	\$ 1,000.00	\$ 6,000.00	\$ 225.00	\$ 1,350.00						
27	6" SDR35 Sanitary Sewer Pipe	43	FT	\$ 50.00	\$ 2,150.00	\$ 100.00	\$ 4,300.00	\$ 36.00	\$ 1,548.00						
28	8" SDR35 Sanitary Sewer Pipe	391	FT	\$ 67.50	\$ 26,392.50	\$ 75.00	\$ 29,325.00	\$ 42.00	\$ 16,422.00						
29	10" SDR35 Sanitary Sewer Pipe	2,326	FT	\$ 75.00	\$ 174,450.00	\$ 75.00	\$ 174,450.00	\$ 48.00	\$ 111,648.00						
30	8" x 4" SDR35 Wye/Tap	6	Each	\$ 500.00	\$ 3,000.00	\$ 270.00	\$ 1,620.00	\$ 360.00	\$ 2,160.00						
31	10" x 4" SDR35 Wye/Tap	70	Each	\$ 600.00	\$ 42,000.00	\$ 400.00	\$ 28,000.00	\$ 480.00	\$ 33,600.00						
32	4" Sewer Bends	76	Each	\$ 100.00	\$ 7,600.00	\$ 225.00	\$ 17,100.00	\$ 43.00	\$ 3,288.00						
33	4" Sanitary Sewer Service Pipe	2,539	FT	\$ 40.00	\$ 101,560.00	\$ 50.00	\$ 126,950.00	\$ 29.50	\$ 74,900.50						
34	4" Sewer Couplings	76	Each	\$ 32.00	\$ 2,432.00	\$ 200.00	\$ 15,200.00	\$ 209.00	\$ 15,884.00						
35	Reconnect Sewer Service	76	Each	\$ 2.00	\$ 152.00	\$ 750.00	\$ 57,000.00	\$ 770.00	\$ 58,520.00						
36	Trench Stabilization Material	50	Ton	\$ 50.00	\$ 2,500.00	\$ 30.00	\$ 1,500.00	\$ 27.00	\$ 1,350.00						
37	Sanitary Sewer Bedding Material	2,890	FT	\$ 8.00	\$ 23,120.00	\$ 9.00	\$ 26,010.00	\$ 14.00	\$ 40,460.00						
38	48" Manhole	8	Each	\$ 6,000.00	\$ 48,000.00	\$ 4,700.00	\$ 37,600.00	\$ 4,675.00	\$ 37,400.00						
39	Type A7 Sanitary Manhole Frame & Lid	8	Each	\$ 700.00	\$ 5,600.00	\$ 550.00	\$ 4,400.00	\$ 790.00	\$ 6,320.00						
40	Connect to Existing Sanitary Sewer	7	Each	\$ 4,000.00	\$ 28,000.00	\$ 2,500.00	\$ 17,500.00	\$ 2,100.00	\$ 14,700.00						
41	Sanitary Sewer Temporary Bypass	1	LS	\$ 35,000.00	\$ 35,000.00	\$ 20,000.00	\$ 20,000.00	\$ 12,000.00	\$ 12,000.00						
41A	Post Installation Television Inspection	2,760	FT	\$ 1.50	\$ 4,140.00	\$ 2.60	\$ 7,176.00	\$ 2.65	\$ 7,314.00						
42	4" PVC Water Main	31	FT	\$ 40.00	\$ 1,240.00	\$ 40.00	\$ 1,240.00	\$ 32.50	\$ 1,007.50						
43	6" PVC Water Main	149	FT	\$ 50.00	\$ 7,450.00	\$ 40.00	\$ 5,960.00	\$ 36.50	\$ 5,438.50						
44	8" PVC Water Main	2,928	FT	\$ 60.00	\$ 175,680.00	\$ 55.00	\$ 161,040.00	\$ 44.25	\$ 129,564.00						
45	12" PVC Water Main	84	FT	\$ 70.00	\$ 5,880.00	\$ 80.00	\$ 6,720.00	\$ 76.25	\$ 6,405.00						
46	Water Main Bedding Material	3,192	FT	\$ 20.00	\$ 63,840.00	\$ 5.00	\$ 15,960.00	\$ 4.40	\$ 14,044.80						
47	1" Water Service Connection	71	Each	\$ 600.00	\$ 42,600.00	\$ 700.00	\$ 49,700.00	\$ 780.00	\$ 55,380.00						
48	1" Corporation Stop with Tapping Saddle	71	Each	\$ 600.00	\$ 42,600.00	\$ 550.00	\$ 39,050.00	\$ 390.00	\$ 27,690.00						
49	Water Service Piping	1,990	FT	\$ 35.00	\$ 69,650.00	\$ 35.00	\$ 69,650.00	\$ 27.00	\$ 53,730.00						
50	8" X 4" MJ Tee	1	Each	\$ 1,250.00	\$ 1,250.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00						
51	8" X 6" MJ Tee	5	Each	\$ 1,500.00	\$ 7,500.00	\$ 1,300.00	\$ 6,500.00	\$ 1,300.00	\$ 6,500.00						
52	10" X 8" MJ Tee	1	Each	\$ 1,750.00	\$ 1,750.00	\$ 1,800.00	\$ 1,800.00	\$ 1,900.00	\$ 1,900.00						
53	12" X 6" MJ Tee	1	Each	\$ 2,000.00	\$ 2,000.00	\$ 1,850.00	\$ 1,850.00	\$ 2,100.00	\$ 2,100.00						
54	8" X 8" MJ Cross	1	Each	\$ 1,250.00	\$ 1,250.00	\$ 1,850.00	\$ 1,850.00	\$ 1,800.00	\$ 1,800.00						
55	12" X 8" MJ Cross	1	Each	\$ 1,500.00	\$ 1,500.00	\$ 2,750.00	\$ 2,750.00	\$ 3,150.00	\$ 3,150.00						
56	1" Curb Stop with Box	71	Each	\$ 850.00	\$ 60,350.00	\$ 550.00	\$ 39,050.00	\$ 350.00	\$ 24,850.00						
57	4" Pipe Cap	1	Each	\$ 450.00	\$ 450.00	\$ 500.00	\$ 500.00	\$ 350.00	\$ 350.00						
58	6" Pipe Cap	3	Each	\$ 500.00	\$ 1,500.00	\$ 600.00	\$ 1,800.00	\$ 480.00	\$ 1,440.00						
59	8" Pipe Sleeve	2	Each	\$ 600.00	\$ 1,200.00	\$ 1,000.00	\$ 2,000.00	\$ 900.00	\$ 1,800.00						
60	10" Pipe Sleeve	2	Each	\$ 800.00	\$ 1,600.00	\$ 1,500.00	\$ 3,000.00	\$ 1,330.00	\$ 2,660.00						
61	12" Pipe Sleeve	2	Each	\$ 1,000.00	\$ 2,000.00	\$ 1,500.00	\$ 3,000.00	\$ 1,530.00	\$ 3,060.00						
62	4" Gate Valve with Box	1	Each	\$ 2,000.00	\$ 2,000.00	\$ 1,800.00	\$ 1,800.00	\$ 1,820.00	\$ 1,820.00						
63	6" Gate Valve with Box	6	Each	\$ 2,200.00	\$ 13,200.00	\$ 1,100.00	\$ 6,600.00	\$ 2,170.00	\$ 13,020.00						
64	8" Gate Valve with Box	7	Each	\$ 3,500.00	\$ 24,500.00	\$ 2,725.00	\$ 19,075.00	\$ 2,980.00	\$ 20,860.00						
65	Standard Fire Hydrant, City Furnished	5	Each	\$ 6,000.00	\$ 30,000.00	\$ 1,200.00	\$ 6,000.00	\$ 1,770.00	\$ 8,850.00						
66	Connect to Existing Water Main	6	Each	\$ 1,800.00	\$ 10,800.00	\$ 1,000.00	\$ 6,000.00	\$ 1,930.00	\$ 11,580.00						
66A	Temporary Water/Water Main Bypass Pipe	1	LS	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 28,000.00	\$ 28,000.00						
67	Remove Drop Inlet	11	Each	\$ 1,200.00	\$ 13,200.00	\$ 1,500.00	\$ 16,500.00	\$ 225.00	\$ 2,475.00						
68	Remove Storm Manhole	6	Each	\$ 2,000.00	\$ 12,000.00	\$ 2,000.00	\$ 12,000.00	\$ 225.00	\$ 1,350.00						
69	Remove Storm Sewer Pipe	1,217	FT	\$ 6.00	\$ 7,302.00	\$ 30.00	\$ 36,510.00	\$ 1.80	\$ 2,190.60						
70	12" RCP,Furnish	8	FT	\$ 30.00	\$ 240.00	\$ 25.00	\$ 200.00	\$ 19.00	\$ 152.00						
71	12" RCP, Install	8	FT	\$ 35.00	\$ 280.00	\$ 100.00	\$ 800.00	\$ 30.50	\$ 244.00						
72	18" RCP,Furnish	1,376	FT	\$ 35.00	\$ 48,160.00	\$ 31.00	\$ 42,656.00	\$ 29.50	\$ 40,592.00						
73	18" RCP, Install	1,376	FT	\$ 40.00	\$ 55,040.00	\$ 55.00	\$ 75,680.00	\$ 42.50	\$ 58,480.00						
74	30" RCP,Furnish	16	FT	\$ 65.00	\$ 1,040.00	\$ 55.00	\$ 880.00	\$ 49.50	\$ 792.00						
75	30" RCP, Install	16	FT	\$ 50.00	\$ 800.00	\$ 100.00	\$ 1,600.00	\$ 51.00	\$ 816.00						
76	Storm Sewer Pipe Bedding Material	1,400	FT	\$ 20.00	\$ 28,000.00	\$ 5.00	\$ 7,000.00	\$ 4.00	\$ 5,600.00						
77	2x3' Type B Drop Inlet	12	Each	\$ 2,750.00	\$ 33,000.00	\$ 1,495.80	\$ 17,949.60	\$ 3,400.00	\$ 40,800.00						
78	3x4' Type B Drop Inlet	2	Each	\$ 3,500.00	\$ 7,000.00	\$ 1,647.00	\$ 3,294.00	\$ 4,450.00	\$ 8,900.00						
79	Type B Frame and Grate	14	Each	\$ 1,000.00	\$ 14,000.00	\$ 1,200.00	\$ 16,800.00	\$ 985.00	\$ 13,790.00						
80	48" Manhole	7	Each	\$ 6,000.00	\$ 42,000.00	\$ 5,000.00	\$ 35,000.00	\$ 4,440.00	\$ 31,080.00						
81	60" Manhole	1	Each	\$ 7,000.00	\$ 7,000.00	\$ 7,500.00	\$ 7,500.00	\$ 5,600.00	\$ 5,600.00						
82	Type A7 Manhole Frame & Lid	8	Each	\$ 800.00	\$ 6,400.00	\$ 1,000.00	\$ 8,000.00	\$ 750.00	\$ 6,000.00						
83	Connect to Existing Storm Sewer Pipe	8	Each	\$ 1,500.00	\$ 12,000.00	\$ 1,500.00	\$ 12,000.00	\$ 950.00	\$ 7,600.00						
TOTAL BID					\$ 3,088,619.50		\$ 2,686,970.62		\$ 2,209,458.28						
LESS ENGINEER ESTIMATE							\$ 401,648.88		\$ 879,161.22						

I hereby certify that this is a true and correct tabulation of bids received for the (OWNER) - (PROJECT NAME)

Signature  _____
 (EOR) License # _____
 Brosz Engineering, Inc. 7836



10% Bid Bond		10% Bid Bond		10% Bid Bond		10% Bid Bond		10% Bid Bond	
MENNING EXCAVATING, INC.		OLSON CONSTRUCTION LLC		FIRST RATE EXCAVATE, INC.		SITE WORKS, INC.		H&W CONTRACTING, INC.	
Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
\$ 52,647.66	\$ 52,647.66	\$ 298,634.22	\$ 298,634.22	\$ 209,133.21	\$ 209,133.21	\$ 285,678.00	\$ 285,678.00	\$ 196,500.00	\$ 196,500.00
\$ 4.54	\$ 26,908.58	\$ 5.00	\$ 29,635.00	\$ 3.00	\$ 17,781.00	\$ 3.75	\$ 22,226.25	\$ 3.72	\$ 22,048.44
\$ 2.92	\$ 39,936.84	\$ 5.00	\$ 68,385.00	\$ 3.00	\$ 41,031.00	\$ 3.50	\$ 47,869.50	\$ 3.45	\$ 47,185.65
\$ 6.55	\$ 85,693.65	\$ 5.00	\$ 65,415.00	\$ 4.00	\$ 52,332.00	\$ 8.80	\$ 115,130.40	\$ 8.75	\$ 114,476.25
\$ 1.91	\$ 11,624.26	\$ 5.00	\$ 30,430.00	\$ 4.00	\$ 24,344.00	\$ 1.35	\$ 8,216.10	\$ 1.32	\$ 8,033.52
\$ 1.04	\$ 12,162.80	\$ 5.00	\$ 58,475.00	\$ 3.00	\$ 35,085.00	\$ 1.10	\$ 12,864.50	\$ 1.06	\$ 12,396.70
\$ 114.44	\$ 3,776.52	\$ 250.00	\$ 8,250.00	\$ 110.00	\$ 3,630.00	\$ 106.50	\$ 3,514.50	\$ 106.00	\$ 3,498.00
\$ 4.02	\$ 2,295.42	\$ 5.00	\$ 2,855.00	\$ 3.00	\$ 1,713.00	\$ 8.50	\$ 4,853.50	\$ 8.48	\$ 4,842.08
\$ 4.49	\$ 32,426.78	\$ 9.00	\$ 64,998.00	\$ 5.50	\$ 39,721.00	\$ 8.50	\$ 61,387.00	\$ 8.48	\$ 61,242.56
\$ 17.95	\$ 5,385.00	\$ 15.00	\$ 4,500.00	\$ 4.50	\$ 1,350.00	\$ 10.65	\$ 3,195.00	\$ 10.60	\$ 3,180.00
\$ 0.93	\$ 12,392.25	\$ 5.00	\$ 66,625.00	\$ 1.00	\$ 13,325.00	\$ 1.35	\$ 17,988.75	\$ 1.32	\$ 17,589.00
\$ 24.10	\$ 4,820.00	\$ 50.00	\$ 10,000.00	\$ 40.00	\$ 8,000.00	\$ 26.65	\$ 5,330.00	\$ 26.50	\$ 5,300.00
\$ 8.67	\$ 84,792.60	\$ 10.00	\$ 97,800.00	\$ 7.00	\$ 68,460.00	\$ 8.70	\$ 85,086.00	\$ 8.48	\$ 82,934.40
\$ 128.89	\$ 386,608.19	\$ 123.00	\$ 377,733.00	\$ 121.00	\$ 371,591.00	\$ 117.15	\$ 359,767.65	\$ 116.60	\$ 358,078.60
\$ 59.51	\$ 50,345.46	\$ 73.00	\$ 61,758.00	\$ 57.20	\$ 48,391.20	\$ 55.40	\$ 46,888.40	\$ 55.15	\$ 46,656.90
\$ 109.87	\$ 27,687.24	\$ 100.00	\$ 25,200.00	\$ 105.60	\$ 26,611.20	\$ 102.25	\$ 25,767.00	\$ 101.75	\$ 25,641.00
\$ 2.17	\$ 8,402.24	\$ 2.00	\$ 7,744.00	\$ 1.48	\$ 5,730.56	\$ 1.45	\$ 5,614.40	\$ 1.43	\$ 5,536.96
\$ 4.58	\$ 2,198.40	\$ 4.00	\$ 1,920.00	\$ 4.40	\$ 2,112.00	\$ 4.25	\$ 2,040.00	\$ 4.25	\$ 2,040.00
\$ 14,763.33	\$ 14,763.33	\$ 12,900.00	\$ 12,900.00	\$ 14,190.00	\$ 14,190.00	\$ 13,738.50	\$ 13,738.50	\$ 15,500.00	\$ 15,500.00
\$ 114.44	\$ 6,179.76	\$ 100.00	\$ 5,400.00	\$ 110.00	\$ 5,940.00	\$ 106.50	\$ 5,751.00	\$ 106.00	\$ 5,724.00
\$ 21.74	\$ 116,461.18	\$ 22.50	\$ 120,532.50	\$ 20.90	\$ 111,961.30	\$ 20.25	\$ 108,479.25	\$ 20.15	\$ 107,943.55
\$ 6.75	\$ 61,573.50	\$ 8.00	\$ 72,976.00	\$ 6.49	\$ 59,201.78	\$ 6.60	\$ 60,205.20	\$ 6.25	\$ 57,012.50
\$ 70.96	\$ 34,060.80	\$ 50.00	\$ 24,000.00	\$ 68.20	\$ 32,736.00	\$ 66.00	\$ 31,680.00	\$ 65.75	\$ 31,560.00
\$ 1,878.51	\$ 1,878.51	\$ 3,500.00	\$ 3,500.00	\$ 1,100.00	\$ 1,100.00	\$ 1,597.50	\$ 1,597.50	\$ 1,060.00	\$ 1,060.00
\$ 0.57	\$ 1,674.09	\$ 1.00	\$ 2,937.00	\$ 0.55	\$ 1,615.35	\$ 0.55	\$ 1,615.35	\$ 0.53	\$ 1,556.61
\$ 566.50	\$ 3,399.00	\$ 500.00	\$ 3,000.00	\$ 600.00	\$ 3,600.00	\$ 209.75	\$ 1,258.50	\$ 600.00	\$ 3,600.00
\$ 54.61	\$ 2,348.23	\$ 50.00	\$ 2,150.00	\$ 37.00	\$ 1,591.00	\$ 33.90	\$ 1,457.70	\$ 45.00	\$ 1,935.00
\$ 55.34	\$ 21,637.94	\$ 63.00	\$ 24,633.00	\$ 42.00	\$ 16,422.00	\$ 37.25	\$ 14,564.75	\$ 50.00	\$ 19,550.00
\$ 57.84	\$ 134,535.84	\$ 52.00	\$ 120,952.00	\$ 48.00	\$ 111,648.00	\$ 41.15	\$ 95,714.90	\$ 55.00	\$ 127,930.00
\$ 274.78	\$ 1,648.68	\$ 430.00	\$ 2,580.00	\$ 480.00	\$ 2,880.00	\$ 221.10	\$ 1,326.60	\$ 375.00	\$ 2,250.00
\$ 445.01	\$ 31,150.70	\$ 650.00	\$ 45,500.00	\$ 640.00	\$ 44,800.00	\$ 370.20	\$ 25,914.00	\$ 550.00	\$ 38,500.00
\$ 14.41	\$ 1,095.16	\$ 115.00	\$ 8,740.00	\$ 166.00	\$ 12,616.00	\$ 64.45	\$ 4,898.20	\$ 150.00	\$ 11,400.00
\$ 46.60	\$ 118,317.40	\$ 27.00	\$ 68,553.00	\$ 33.00	\$ 83,787.00	\$ 43.95	\$ 111,589.05	\$ 40.00	\$ 101,560.00
\$ 147.59	\$ 11,216.84	\$ 270.00	\$ 20,520.00	\$ 368.00	\$ 27,968.00	\$ 206.05	\$ 15,659.80	\$ 250.00	\$ 19,000.00
\$ 530.59	\$ 40,324.84	\$ 300.00	\$ 22,800.00	\$ 818.00	\$ 62,168.00	\$ 250.00	\$ 19,000.00	\$ 1,050.00	\$ 79,800.00
\$ 27.96	\$ 1,398.00	\$ 50.00	\$ 2,500.00	\$ 50.00	\$ 2,500.00	\$ 45.00	\$ 2,250.00	\$ 40.00	\$ 2,000.00
\$ 5.32	\$ 15,374.80	\$ 15.00	\$ 43,350.00	\$ 8.00	\$ 23,120.00	\$ 10.00	\$ 28,900.00	\$ 12.00	\$ 34,680.00
\$ 4,506.24	\$ 36,049.92	\$ 4,000.00	\$ 32,000.00	\$ 2,738.00	\$ 21,904.00	\$ 2,893.10	\$ 23,144.80	\$ 3,200.00	\$ 25,600.00
\$ 503.22	\$ 4,025.76	\$ 885.00	\$ 7,080.00	\$ 885.00	\$ 7,080.00	\$ 656.45	\$ 5,251.60	\$ 750.00	\$ 6,000.00
\$ 1,420.50	\$ 9,943.50	\$ 500.00	\$ 3,500.00	\$ 1,636.00	\$ 11,452.00	\$ 623.30	\$ 4,363.10	\$ 1,200.00	\$ 8,400.00
\$ 16,068.00	\$ 16,068.00	\$ 25,000.00	\$ 25,000.00	\$ 15,000.00	\$ 15,000.00	\$ 0.01	\$ 0.01	\$ 4,500.00	\$ 4,500.00
\$ 1.66	\$ 4,581.60	\$ 5.00	\$ 13,800.00	\$ 3.41	\$ 9,411.60	\$ 2.15	\$ 5,934.00	\$ 2.25	\$ 6,210.00
\$ 40.14	\$ 1,244.34	\$ 40.00	\$ 1,240.00	\$ 27.00	\$ 837.00	\$ 30.80	\$ 954.80	\$ 35.00	\$ 1,085.00
\$ 45.75	\$ 6,816.75	\$ 50.00	\$ 7,450.00	\$ 35.00	\$ 5,215.00	\$ 34.50	\$ 5,140.50	\$ 45.00	\$ 6,705.00
\$ 44.82	\$ 131,232.96	\$ 61.00	\$ 178,608.00	\$ 45.00	\$ 131,760.00	\$ 40.30	\$ 117,998.40	\$ 50.00	\$ 146,400.00
\$ 95.75	\$ 8,043.00	\$ 84.00	\$ 7,056.00	\$ 64.00	\$ 5,376.00	\$ 66.55	\$ 5,990.20	\$ 85.00	\$ 7,140.00
\$ 3.12	\$ 9,959.04	\$ 7.00	\$ 22,344.00	\$ 6.00	\$ 19,152.00	\$ 7.00	\$ 22,344.00	\$ 7.00	\$ 22,344.00
\$ 682.75	\$ 48,475.25	\$ 250.00	\$ 17,750.00	\$ 257.00	\$ 18,247.00	\$ 349.00	\$ 24,779.00	\$ 650.00	\$ 46,150.00
\$ 833.26	\$ 59,161.46	\$ 550.00	\$ 39,050.00	\$ 511.00	\$ 36,281.00	\$ 396.95	\$ 28,183.45	\$ 600.00	\$ 42,600.00
\$ 37.09	\$ 73,809.10	\$ 22.00	\$ 43,780.00	\$ 26.00	\$ 51,740.00	\$ 25.85	\$ 51,441.50	\$ 30.00	\$ 59,700.00
\$ 1,330.66	\$ 1,330.66	\$ 1,400.00	\$ 1,400.00	\$ 1,305.00	\$ 1,305.00	\$ 980.00	\$ 980.00	\$ 1,175.00	\$ 1,175.00
\$ 1,415.33	\$ 7,076.65	\$ 1,550.00	\$ 7,750.00	\$ 1,379.00	\$ 6,895.00	\$ 1,026.10	\$ 5,130.50	\$ 1,250.00	\$ 6,250.00
\$ 1,894.23	\$ 1,894.23	\$ 2,250.00	\$ 2,250.00	\$ 1,946.00	\$ 1,946.00	\$ 164.85	\$ 164.85	\$ 1,700.00	\$ 1,700.00
\$ 2,118.29	\$ 2,118.29	\$ 2,400.00	\$ 2,400.00	\$ 2,079.00	\$ 2,079.00	\$ 1,545.30	\$ 1,545.30	\$ 1,750.00	\$ 1,750.00
\$ 1,929.52	\$ 1,929.52	\$ 2,500.00	\$ 2,500.00	\$ 2,159.00	\$ 2,159.00	\$ 1,535.15	\$ 1,535.15	\$ 1,825.00	\$ 1,825.00
\$ 3,185.40	\$ 3,185.40	\$ 3,300.00	\$ 3,300.00	\$ 2,854.00	\$ 2,854.00	\$ 2,141.15	\$ 2,141.15	\$ 2,450.00	\$ 2,450.00
\$ 781.41	\$ 55,480.11	\$ 550.00	\$ 39,050.00	\$ 493.00	\$ 35,003.00	\$ 380.75	\$ 27,033.25	\$ 575.00	\$ 40,825.00
\$ 388.88	\$ 388.88	\$ 365.00	\$ 365.00	\$ 427.00	\$ 427.00	\$ 370.80	\$ 370.80	\$ 325.00	\$ 325.00
\$ 488.47	\$ 1,465.41	\$ 500.00	\$ 1,500.00	\$ 481.00	\$ 1,443.00	\$ 421.10	\$ 1,263.30	\$ 450.00	\$ 1,350.00
\$ 1,053.54	\$ 2,107.08	\$ 925.00	\$ 1,850.00	\$ 896.00	\$ 1,792.00	\$ 709.60	\$ 1,419.20	\$ 950.00	\$ 1,900.00
\$ 1,381.06	\$ 2,762.12	\$ 1,400.00	\$ 2,800.00	\$ 1,502.00	\$ 3,004.00	\$ 1,009.30	\$ 2,018.60	\$ 1,300.00	\$ 2,600.00
\$ 1,513.02	\$ 3,026.04	\$ 1,600.00	\$ 3,200.00	\$ 1,443.00	\$ 2,886.00	\$ 1,133.75	\$ 2,267.50	\$ 1,500.00	\$ 3,000.00
\$ 1,998.53	\$ 1,998.53	\$ 2,200.00	\$ 2,200.00	\$ 2,094.00	\$ 2,094.00	\$ 1,598.60	\$ 1,598.60	\$ 1,750.00	\$ 1,750.00
\$ 2,355.50	\$ 14,133.00	\$ 2,800.00	\$ 16,800.00	\$ 2,515.00	\$ 15,090.00	\$ 1,894.90	\$ 11,369.40	\$ 2,100.00	\$ 12,600.00
\$ 3,095.60	\$ 21,669.20	\$ 3,600.00	\$ 25,200.00	\$ 3,409.00	\$ 23,863.00	\$ 2,541.40	\$ 17,789.80	\$ 2,800.00	\$ 19,600.00
\$ 1,450.39	\$ 7,251.95	\$ 2,550.00	\$ 12,750.00	\$ 2,080.00	\$ 10,400.00	\$ 1,405.15	\$ 7,025.75	\$ 1,500.00	\$ 7,500.00
\$ 2,295.43	\$ 13,772.58	\$ 1,600.00	\$ 9,600.00	\$ 2,450.00	\$ 14,700.00	\$ 765.50	\$ 4,593.00	\$ 1,750.00	\$ 10,500.00
\$ 18,363.43	\$ 18,363.43	\$ 50,000.00	\$ 50,000.00	\$ 30,000.00	\$ 30,000.00	\$ 0.01	\$ 0.01	\$ 2,500.00	\$ 2,500.00
\$ 256.03	\$ 2,816.33	\$ 1,500.00	\$ 16,500.00	\$ 600.00	\$ 6,600.00	\$ 231.05	\$ 2,541.55	\$ 400.00	\$ 4,400.00
\$ 512.06	\$ 3,072.36	\$ 1,500.00	\$ 9,000.00	\$ 600.00	\$ 3,600.00	\$ 209.75	\$ 1,258.50	\$ 500.00	\$ 3,000.00
\$ 7.40	\$ 9,005.80	\$ 8.00	\$ 9,736.00	\$ 5.00	\$ 6,085.00	\$ 3.20	\$ 3,894.40	\$ 8.00	\$ 9,736.00
\$ 19.07	\$ 152.56	\$ 20.00	\$ 160.00	\$ 16.89	\$ 135.12	\$ 19.45	\$ 155.60	\$ 16.90	\$ 135.20
\$ 38.63	\$ 309.04	\$ 40.00	\$ 320.00	\$ 38.00	\$ 304.00	\$ 27.00	\$ 216.00	\$ 30.00	\$ 240.00
\$ 28.28	\$ 38,913.28	\$ 27.00	\$ 37,152.00	\$ 25.04	\$ 34,455.04	\$ 29.85	\$ 41,073.60	\$ 25.10	\$ 34,537.60
\$ 37.73	\$ 51,916.48	\$ 45.00	\$ 61,920.00	\$ 38.00	\$ 52,288.00	\$ 30.00	\$ 41,280.00	\$ 32.00	\$ 44,032.00
\$ 47.20	\$ 755.20	\$ 50.00	\$ 800.00	\$ 41.79	\$ 668.64	\$ 44.95	\$ 719.20	\$ 41.80	\$ 668.80
\$ 57.94	\$ 927.04	\$ 55.00	\$ 880.00	\$ 40.00	\$ 640.00	\$ 40.00	\$ 640.00	\$ 45.00	\$ 720.00
\$ 2.10	\$ 2,940.00	\$ 15.00	\$ 21,000.00	\$ 7.00	\$ 9,800.00	\$ 5.00	\$ 7,000.00	\$ 5.00	\$ 7,000.00
\$ 2,522.04	\$ 30,264.48	\$ 2,800.00	\$ 33,600.00	\$ 1,484.00	\$ 17,808.00	\$ 2,099.00	\$ 25,188.00	\$ 2,400.00	\$ 28,800.00
\$ 3,441.16	\$ 6,882.32	\$ 3,450.00	\$ 6,900.00	\$ 1,838.00	\$ 3,676.00	\$ 2,248.50	\$ 4,497.00	\$ 2,850.00	\$ 5,700.00
\$ 816.34	\$ 11,428.76	\$ 750.00	\$ 10,500.00	\$ 880.00	\$ 12,320.00	\$ 789.95	\$ 11,059.30	\$ 750.00	\$ 10,500.00
\$ 3,190.04	\$ 22,330.28	\$ 3,000.00	\$ 21,000.00	\$ 2,505.00	\$ 17,535.00	\$ 2,181.00	\$ 15,267.00	\$ 1,950.00	\$ 13,650.00
\$ 4,397.87	\$ 4,397.87	\$ 6,000.00	\$ 6,000.00	\$ 3,626.00	\$ 3,626.00	\$ 2,768.00	\$ 2,768.00	\$ 2,200.00	\$ 2,200.00
\$ 503.22	\$ 4,025.76	\$ 550.00	\$ 4,400.00	\$ 682.00	\$ 5,456.00	\$ 532.95	\$ 4,263.60	\$ 575.00	\$ 4,600.00
\$ 1,137.90	\$ 9,103.20	\$ 1,500.00	\$ 12,000.00	\$ 2,050.00	\$ 16,400.00	\$ 776.25	\$ 6,210.00	\$ 1,250.00	\$ 10,000.00
\$ 2,237,747.01	\$ 2,237,747.01	\$ 2,723,321.72	\$ 2,723,321.72	\$ 2,272,978.00	\$ 2,272,978.00	\$ 2,210,400.52	\$ 2,210,400.52	\$ 2,362,095.32	\$ 2,362,095.32
\$ 850,872.49	\$ 850,872.49	\$ 365,297.78	\$ 365,297.78	\$ 815,641.50	\$ 815,641.50	\$ 878,218.98	\$ 878,218.98	\$ 726,524.18	\$ 726,524.18

CITY OF MITCHELL

City Council Meeting
Agenda Item Request



The deadline for agenda items is Wednesday at noon, prior to the City Council Meeting

Meeting Date Requested: **Requested By:**

Desired Action of City Council:

Amount Budgeted in current fiscal year for this item (if applicable):

Agenda Item:

Explanation/Background of Agenda Item Requested: Bids were opened on March 4, 2026 in City Hall Council Chambers at 1:30 PM. Seven bids were received as follows:

Base Bid - Pre-Engineered Metal Building and Site Work
Alternate 1 - Addition of a Liner Panel for Pre-Engineered Metal Building
Alternate 2 - Cost Increase for Precast Building
Unit Price for Sidewalk per Square Foot

Visions Construction Group
Base Bid - \$1,968,000.00
Alternate 1 - \$80,400.00
Alternate 2 - \$519,000.00
Unit Price for Sidewalk - \$7.00 SF

WS Construction Management
Base Bid - \$2,088,656.00
Alternate 1 - \$61,700.00
Alternate 2 - \$628,000.00
Unit Price for Sidewalk - \$5.50

Van Buskirk
Base Bid - \$2,159,000
Alternate 1 - \$88,000.00
Alternate 2 - \$365,000.00
Unit Price for Sidewalk - \$10.00

APX Construction Group
Base Bid - \$2,189,000.00
Alternate 1 - \$90,000.00
Alternate 2 - \$573,000.00
Unit Price for Sidewalk - \$8.00

Lloyd Construction
Base Bid - \$2,199,000.00
Alternate 1 - \$64,000.00
Alternate 2 - \$489,000.00
Unit Price for Sidewalk - \$10.00

Gil Haugen Construction
Base Bid - \$2,249,000.00

Alternate 1 - \$71,000.00
Alternate 2 - \$485,000.00
Unit Price for Sidewalk - \$11.00

Sentry, LLC
Base Bid - \$2,263,822.39
Alternate 1 - \$82,980.21
Alternate 2 - \$630,697.73
Unit Price for Sidewalk - \$6.00

The low bid for any combination is Visions Construction Group.
Base Bid and Alternate 1 - \$2,048,400.00
Base Bid and Alternate 2 - \$2,487,000.00

Kevin Genzlinger is the Principal Architect for Ciavarella Design, Inc. and recommends awarding the Base Bid and Alternate 2 for \$2,487,000.00 with Visions Construction Group. He has reviewed their bid and determined it to be responsive and compliant with the project requirements. Reasons for moving forward with the precast option includes enhanced thermal mass, reduced long-term maintenance, improved building envelope performance, superior durability and longevity.

For those reasons, staff recommends awarding the project to Visions Construction Group for the Base Bid, \$1,968,000 and Alternate 2, \$519,000 for a total cost of \$2,487,000.00 and also the Unit Price for Sidewalk at \$7.00

The current project budget is as follows:
Professional Services, Ciavarella Design - \$143,300
SPN Testing Services - \$33,000
Geotek Engineering and Testing Services Inc. - \$18,000
Project Bid Award Cost - \$2,487,000
Total Estimated Cost - \$2,681,300
Project Contingency - \$(181,300)



Joe Schroeder
City Engineer
City of Mitchell
612 N Main Street
Mitchell, SD 57301

Re: Bid Recommendation for New Mitchell Water Department Facility

Bids for the Mitchell Water Department Facility were publicly opened at 1:30 PM with seven contractors submitting proposals. The apparent low bidder is Visions Construction Group with a base bid of \$1,968,000 for the pre-engineered metal building option.

Alternate pricing submitted includes Alternate #1 – Interior Metal Liner Panels at \$80,400, and Alternate #2 – Precast Wall System with a Structural Steel Roof and EPDM Roofing system at \$519,000.

A review of the bid documents and discussion with Aaron Daniels of Visions Construction Group indicates that their proposal is responsive and compliant with the project requirements. Based on this review, it is our recommendation that the City award the contract to Visions Construction Group.

While the base bid pre-engineered metal building represents the lowest initial construction cost, the **precast concrete wall system provides substantial long-term value and operational advantages** for a critical municipal facility. Precast construction offers **superior durability, longevity, and impact resistance**, making it well suited for public works infrastructure expected to serve the community for decades. The system provides **enhanced thermal mass, reduced long-term maintenance, and improved building envelope performance**, contributing to better **energy efficiency and lifecycle cost performance**. Additionally, precast structures provide **greater resistance to weathering, corrosion, and physical damage** compared to traditional metal wall systems.

From a municipal investment standpoint, the precast option represents a **higher-quality, resilient, and lower-maintenance building envelope**, better aligned with the City's goal of constructing **long-lasting, sustainable public infrastructure**. For these reasons, we recommend **awarding the contract to Visions Construction Group and accepting Alternate #2 for the precast wall system**, as it provides the **best long-term value to the City**.

We look forward to working with the City of Mitchell and Visions Construction Group to make this project a reality.

Sincerely,

A handwritten signature in blue ink, appearing to read "Kevin Genzlinger".

Kevin Genzlinger, AIA
President, Ciavarella Design, Inc.

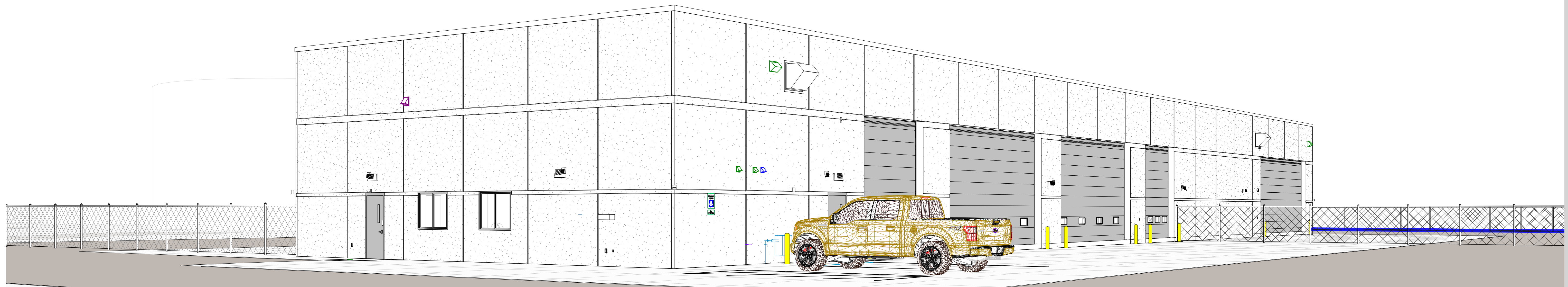
Qualified Bid	Bidder Name	Addenda	Bid Security	Sup. Forms / Certification	Base Bid	Alternate #1 Liner Panel	Alternate #2 Precast	Unit Price #1 1 sf Sidewalk	Total With Alternates
Yes	WS Construction Management	1 2 3	Yes		\$2,088,656	\$61,700	\$628,000	\$5.50	\$2,088,656
Yes	Van Buskirk	1 2 3	Yes		\$2,159,000	\$88,000	\$365,000	\$10.00	\$2,159,000
Yes	Lloyd Construction	1 2 3	Yes		\$2,199,000	\$64,000	\$489,000	\$10.00	\$2,199,000
Yes	APX Construction Group	1 2 3	Yes		\$2,189,000	\$90,000	\$573,000	\$8.00	\$2,189,000
Yes	Sentry LLC	1 2 3	Yes		\$2,263,822.39	\$82,980.21	\$630,697.73	\$6.00	\$2,263,822.39
Yes	Visions Construction Group	1 2 3	Yes		\$1,968,000	\$80,400	\$519,000	\$7.00	\$1,968,000
Yes	Gil Haugan Construction	1 2 3	Yes		\$2,249,000	\$71,000	\$485,000	\$11.00	\$2,249,000

MITCHELL WATER DEPARTMENT

CITY OF MITCHELL

MITCHELL, SOUTH DAKOTA

FEBRUARY 11, 2026



*Rendering for illustrative purposes only - Alternate 2 condition shown

<p>VICINITY MAP</p> <p>PROJECT LOCATION</p>	<p>GENERAL NOTES</p> <ol style="list-style-type: none"> DRAWINGS OF EXISTING CONDITIONS ARE BASED ON EXISTING PLANS AND LIMITED FIELD INVESTIGATION. THE CONTRACTOR SHALL VERIFY THE ACCURACY OF THE EXISTING CONDITIONS AS SHOWN IN THE DRAWINGS. CONTRACTOR TO FIELD VERIFY ALL EXISTING CONDITIONS AND DIMENSIONS PRIOR TO PROCEEDING WITH CONSTRUCTION. CONTRACTOR IS RESPONSIBLE FOR REPAIR OF ANYTHING DAMAGED BY THEIR CONTRACTORS OR EQUIPMENT. REPAIR OR REPLACEMENT OF ANY DAMAGE IS AT THE CONTRACTOR'S EXPENSE. THIS INCLUDES BUT IS NOT LIMITED TO BUILDING, WALKS, PLANT MATERIALS AND LAWNS, AND EXISTING UTILITIES NOT PROPERLY PROTECTED. CONTRACTOR SHALL PROVIDE A COMPLETE, FINISHED PROJECT. CONTRACTOR SHALL ENGAGE MECHANICAL AND ELECTRICAL CONTRACTORS TO DISCONNECT, REMOVE, REINSTALL, AND RECONNECT EXISTING EQUIPMENT AND CONDUIT AS NEEDED TO COMPLETE THE WORK. PLAN NOTES (KEYNOTES) NUMBERS ARE GENERALLY INTENDED TO CORRELATE WITH THE SPECIFICATION MANUAL SECTIONS. 	<p>MATERIAL KEY</p> <table border="1"> <tr> <td>BATT INSUL</td> <td>BRICK</td> <td>CMU</td> <td>CONCRETE</td> </tr> <tr> <td>EARTH</td> <td>GRAVEL / FILL</td> <td>METAL/STEEL</td> <td>PLYWOOD</td> </tr> <tr> <td>RIGID INSUL</td> <td>SAND</td> <td>STONE (PATTERN FOR ILLUSTRATIVE PURPOSES ONLY)</td> <td>WOOD</td> </tr> </table>	BATT INSUL	BRICK	CMU	CONCRETE	EARTH	GRAVEL / FILL	METAL/STEEL	PLYWOOD	RIGID INSUL	SAND	STONE (PATTERN FOR ILLUSTRATIVE PURPOSES ONLY)	WOOD	<p>SHEET INDEX</p> <table border="1"> <thead> <tr> <th colspan="2">SHEET COUNT: 54</th> </tr> </thead> <tbody> <tr> <td>G 000</td> <td>COVER SHEET</td> <td>STRUCTURAL</td> <td>S 001</td> <td>STRUCTURAL NOTES</td> </tr> <tr> <td>G 001</td> <td>CODE REVIEW PLAN AND ANALYSIS</td> <td>STRUCTURAL</td> <td>S 002</td> <td>STRUCTURAL NOTES & SCHEDULES</td> </tr> <tr> <td>G 002</td> <td>MOUNTING HEIGHTS LEGEND</td> <td>STRUCTURAL</td> <td>S 100</td> <td>FOOTING & FOUNDATION PLAN - 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Project No.

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Registered Architect under the laws of the State of South Dakota.

REVISION SCHEDULE

REV	DATE	DESCRIPTION
001	02/11/2026	ISSUE

Issue Date: FEBRUARY 11, 2026
Drawn By: | Checked By: KDJ | SRI

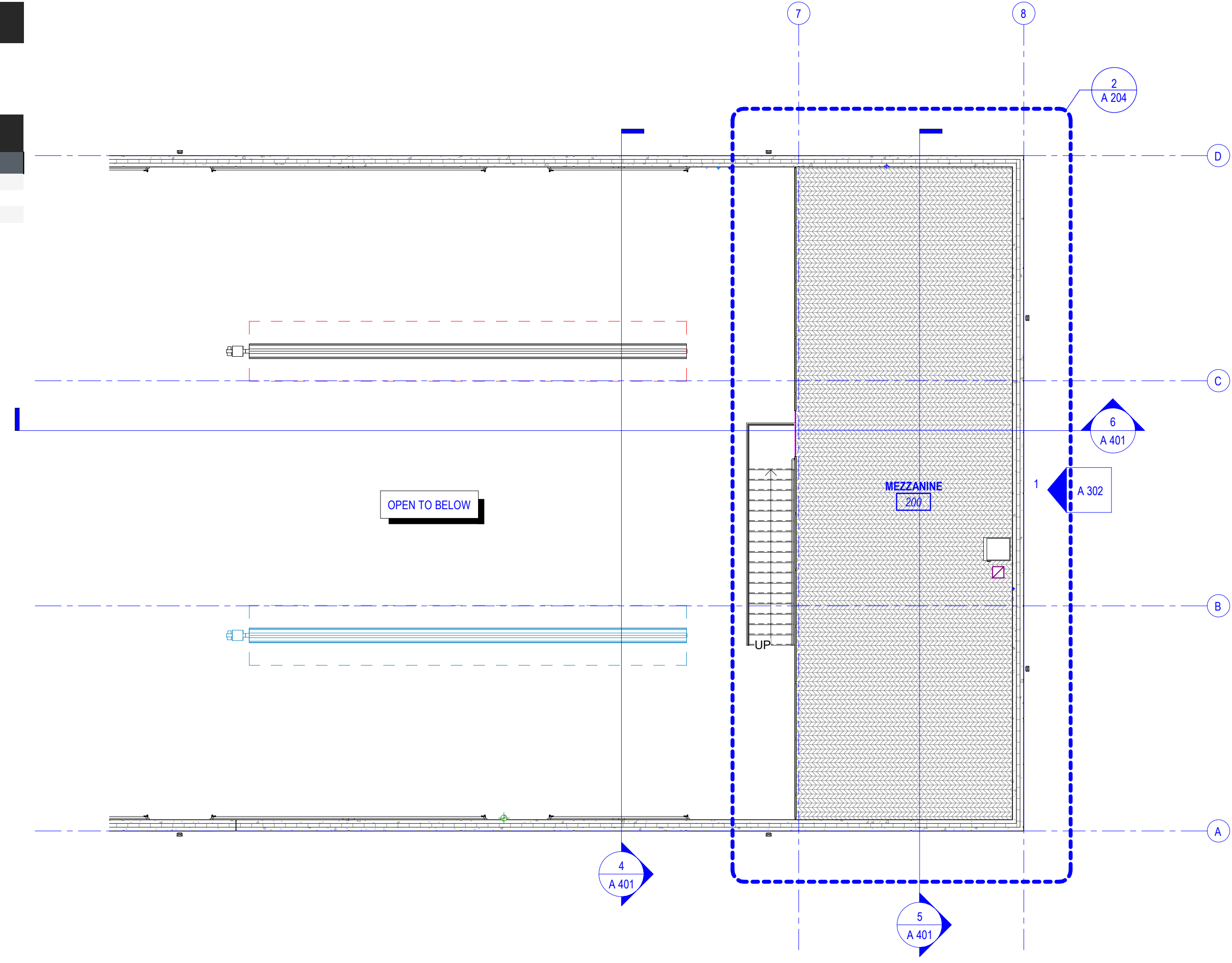
COVER SHEET

GENERAL FLOOR PLAN NOTES

- A. INTERIOR AND EXTERIOR DIMENSIONS ARE TO FACE OF STUDMASONRY, UNLESS NOTED OTHERWISE.
- B. SEE SHEET A 701 FOR PARTITION TYPES LEGEND.
- C. SEE SHEET A 701 FOR DOOR SCHEDULE.

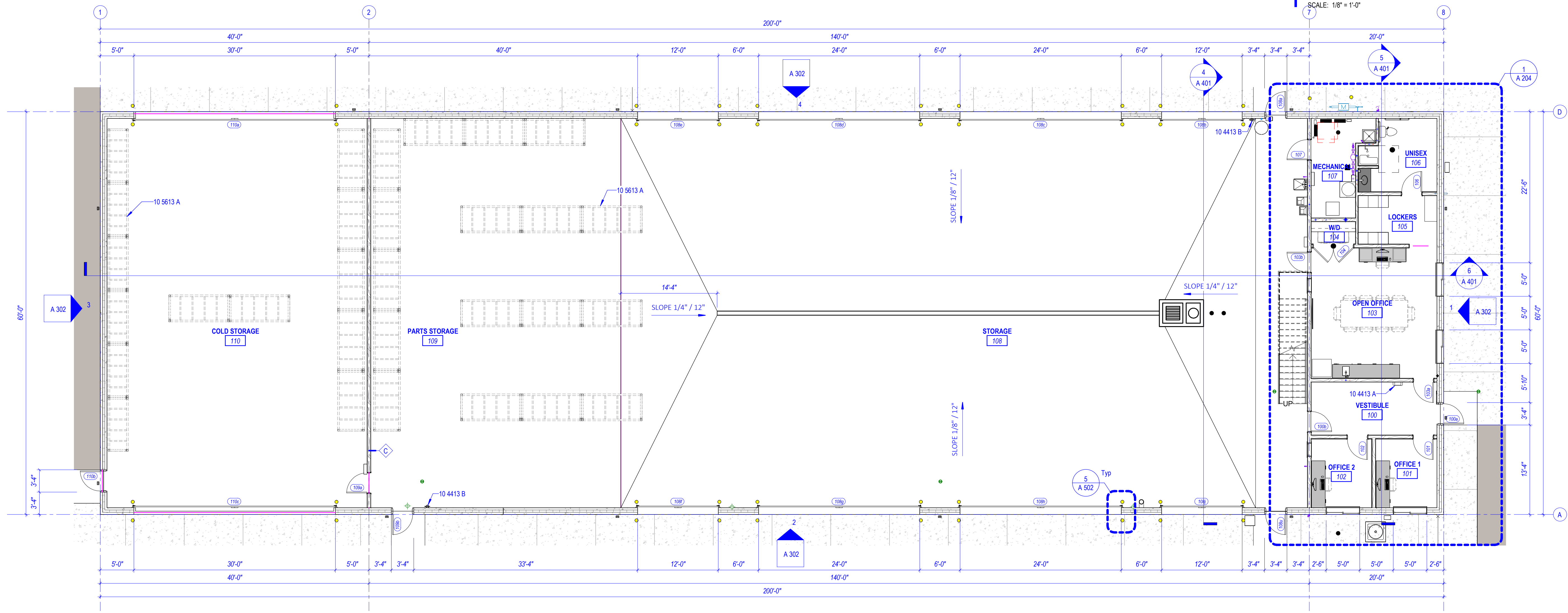
SPEC NOTES

KEYNOTE	DESCRIPTION
10 4413 A	Semi-recessed fire extinguisher cabinet
10 4413 B	Surface-mounted fire extinguisher
10 5613 A	Pallet racking, provided and installed by Owner



1 MEZZANINE PLAN - ALTERNATE 2

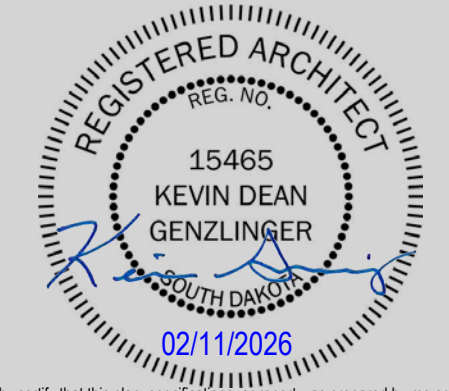
SCALE: 1/8" = 1'-0"



2 MAIN FLOOR PLAN - ALTERNATE 2

SCALE: 1/8" = 1'-0"

Project No.



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REVISION SCHEDULE

NO.	DATE	DESCRIPTION

Issue Date: FEBRUARY 11, 2026
Drawn By / Checked By: KDJ / SRI

FLOOR PLANS - ALTERNATE 2

A 202

CITY OF MITCHELL

City Council Meeting
Agenda Item Request



The deadline for agenda items is Wednesday at noon, prior to the City Council Meeting

Meeting Date Requested: **Requested By:**

Desired Action of City Council:

Amount Budgeted in current fiscal year for this item (if applicable):

Agenda Item:

Explanation/Background of Agenda Item Requested: Bids were opened on March 10, 2026 in City Hall Council Chambers at 1:30 PM. Five bids were received as follows:

Base Bid - Replace Roof Top Units
Alternate 1 - Baseboards and thermostats to be replaced.
Alternate 2 - Return air ductwork and baseboards to rooms 108 and 109.

Baete-Forseth
Base Bid - \$238,000.00
Alternate 1 - \$3,740.00
Alternate 2 - \$3,660.00

Paulson Sheet Metal, Inc.
Base Bid - \$249,750.00
Alternate 1 - \$925.00
Alternate 2 - \$1,600.00

Hander Plumbing and Heating
Base Bid - \$248,820.00
Alternate 1 - \$6,940.00
Alternate 2 - \$1,790.00

Tessiers Mechanical Contractors
Base Bid - \$275,850.00
Alternate 1 - \$3,100.00
Alternate 2 - \$490.00

Sentry, LLC
Base Bid - \$293,166.70
Alternate 1 - \$1,782.00
Alternate 2 - \$6,234.00

Bob Everson, PE with Roby, Quintal and Everson Consulting Engineers recommends awarding the project to the low bidder Baete-Forseth for the base bid and both add on alternate items.

Staff also recommends awarding the project to Baete-Forseth for the Base Bid, \$238,000, Alternate 1, \$3,740 and Alternate 2, \$3,660 for a total cost of \$245,400. Staff is requesting an additional \$109,000 from the 2026 Supplemental Appropriation process to cover project

costs with contingency.

The current project budget is as follows:

Current Budget for Project - \$169,500

Project Costs:

Professional Services, Roby, Quintal & Everson - \$8,285.00

Project Bid Award Cost - \$245,400.00

Total Estimated Cost - \$253,685.00

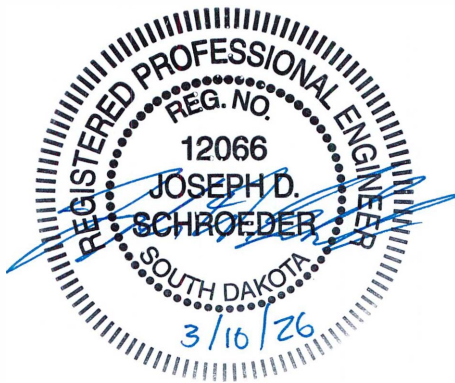
Project Contingency - \$(84,185.00)

Staff is requesting an additional \$109,000 from the 2026 Supplemental Appropriation process to cover project costs and \$25,215 in contingency.

BID TABULATION FOR REPLACE ROOFTOP UNITS AT THE PUBLIC SAFETY BUILDING FOR THE CITY OF MITCHELL
BID OPENING: 1:30 PM, MARCH 10, 2026 - CITY HALL, MITCHELL, SD

	Baete-Forseth 4700 N Northview Sioux Falls SD 57118	Paulson Sheet Metal, Inc. 1500 W 3rd Mitchell SD 57301	Hander Plumbing and Heating 2407 W 5th St Sioux Falls SD 57104
	TOTAL	TOTAL	TOTAL
Base Bid	\$ 238,000.00	\$ 249,750.00	\$ 248,820.00
Alternate 1	\$ 3,740.00	\$ 925.00	\$ 6,940.00
Alternate 2	\$ 3,660.00	\$ 1,600.00	\$ 1,790.00
Total	\$ 245,400.00	\$ 252,275.00	\$ 257,550.00

	Tessiers Mechanical Contrac. 6900 N Diane Circle Sioux Falls SD 57107	Sentry LLC 1928 Calvin Dr Watertown SD 57201
	TOTAL	TOTAL
Base Bid	\$ 275,850.00	\$ 293,166.70
Alternate 1	\$ 3,100.00	\$ 1,782.00
Alternate 2	\$ 490.00	\$ 6,234.00
Total	\$ 279,440.00	\$ 301,182.70



CITY OF MITCHELL

City Council Meeting
Agenda Item Request



The deadline for agenda items is Wednesday at noon, prior to the City Council Meeting

Meeting Date Requested:	March 16, 2026	Requested By:	Joe Schroeder
Desired Action of City Council:			
Amount Budgeted in current fiscal year for this item (if applicable):	N/A		
Agenda Item:	Action to Award Bid for Trap and Remove Minnows from the Wastewater Treatment Lagoons Contract-Project #2026-34		
Explanation/Background of Agenda Item Requested:	<p>Bids were opened on March 11, 2026 at 10:00 AM in City Hall.</p> <p>One bid was received from Skinner Bait Farm, LLC for \$2,123.00 per year.</p> <p>Staff recommendis awarding the bid to Skinner Bait and Farm for the yearly lease price of \$2,123.00 for three years per the contract.</p> <p>The term of the agreement is a renewable lease up to three years. The contract will commence on April 1, 2026 if approved.</p> <p>2020-2023 Bid Price - \$1,600 2023-2026 Bid Price - \$6,153</p>		

CITY OF MITCHELL

City Council Meeting
Agenda Item Request



The deadline for agenda items is Wednesday at noon, prior to the City Council Meeting

Meeting Date Requested: **Requested By:**

Desired Action of City Council:

Amount Budgeted in current fiscal year for this item (if applicable):

Agenda Item:

Explanation/Background of Agenda Item Requested:

This is **EXHIBIT K**, consisting of 2 pages, referred to in and part of the **Agreement between Owner and Engineer for Professional Services** dated January 21, 2025.

AMENDMENT TO OWNER-ENGINEER AGREEMENT
Amendment No. One

The Effective Date of this Amendment is: March 2, 2026.

Background Data

Effective Date of Owner-Engineer Agreement: January 21, 2025

Owner: City of Mitchell

Engineer: Schmucker, Paul, Nohr and Associates

Project: Ohlman Street Utility and Street Improvements, 23rd Avenue to Kemper Avenue

Nature of Amendment: [Check those that are applicable and delete those that are inapplicable.]

- Additional Services to be performed by Engineer
- Modifications to services of Engineer
- Modifications to responsibilities of Owner
- Modifications of payment to Engineer
- Modifications to time(s) for rendering services
- Modifications to other terms and conditions of the Agreement

Description of Modifications:

The contract is amended to add topographic survey and preliminary street grading from Kemper Avenue up to the Sharpstone Drive intersection (approximately 650' north of the north boundary as defined in the Agreement) for the purpose of providing a more efficient final design of the infrastructure located adjacent to Kemper Avenue. This additional survey data and design will result in savings in design and construction phase costs for future improvements.

	Original Agreement	Amount of Change Increase/ (Decrease)	Total Contract Amount with Amendment #1
Preliminary Design Phase	\$145,000.00	\$0.00	\$145,000.00
Final Design Phase	\$100,000.00	\$15,000.00	\$115,000.00
TOTAL	\$245,000.00	\$15,000.00	\$260,000.00

The foregoing Agreement Summary is for reference only and does not alter the terms of the Agreement, including those set forth in Exhibit C.

Owner and Engineer hereby agree to modify the above-referenced Agreement as set forth in this Amendment. All provisions of the Agreement not modified by this or previous Amendments remain in effect.

OWNER:

City of Mitchell, South Dakota


By: _____
 Print name: Jordan Hanson

Title: Mayor

Date Signed: _____

ENGINEER:

Schmucker, Paul, Nohr and Associates

By: 
 Print name: Jeffrey McCormick, PE

Title: Associate

Date Signed: Feb 19, 2024

CITY OF MITCHELL

City Council Meeting
Agenda Item Request



The deadline for agenda items is Wednesday at noon, prior to the City Council Meeting

Meeting Date Requested: **Requested By:**

Desired Action of City Council:

Amount Budgeted in current fiscal year for this item (if applicable):

Agenda Item:

Explanation/Background of Agenda Item Requested:



March 6, 2026

City of Mitchell, South Dakota
Attn: Mr. Joe Schroeder, PE
City Hall
612 North Main Street
Mitchell, SD 57301

RE: Planning & Grant Support Services for a Safety Action Plan and Safe Streets and Roads for All (SS4A) Grant Application

Mr. Schroeder,

Thank you for the opportunity to submit a proposal to assist the City of Mitchell with planning and grant application support services for the project referenced above.

HDR understands the City of Mitchell desires to develop a Safety Action Plan (SAP) as outlined in the Safe Streets and Roads for All (SS4A) Federal Grant program administered by the US Department of Transportation and the Federal Highway Administration to enable the City to pursue a grant application with that program to fund various projects for Implementation.

HDR is committed to supporting the City of Mitchell to develop effective plans & strategies that the City can leverage to pursue alternative funding sources for critical projects throughout the community.

Enclosed with this letter is our detailed proposal to assist the City of Mitchell with planning grant application support efforts for this project.

Should you have any questions or comments on this proposal, please feel free to contact us directly.

Respectfully Submitted,
HDR Engineering, Inc.

Thomas Cook
Transportation EIT
Thomas.Cook@hdrinc.com
605.977.7773, office

Jason Kjenstad, PE
Sr. Vice President
Jason.Kjenstad@hdrinc.com
605.977.7775, office

**SHORT FORM AGREEMENT BETWEEN OWNER AND
HDR ENGINEERING, INC. FOR PROFESSIONAL SERVICES**

THIS AGREEMENT is made as of this 6th day of March, 2026, between the City of Mitchell, South Dakota (“OWNER”), and HDR ENGINEERING, INC., (“ENGINEER” or “CONSULTANT”) for services in connection with the project known as Safety Action Plan and 2026 SS4A Grant Support (“Project”);

WHEREAS, OWNER desires to engage ENGINEER to provide professional engineering, consulting and related services (“Services”) in connection with the Project; and

WHEREAS, ENGINEER desires to render these Services as described in SECTION I, Scope of Services.

NOW, THEREFORE, OWNER and ENGINEER in consideration of the mutual covenants contained herein, agree as follows:

SECTION I. SCOPE OF SERVICES

ENGINEER will provide Services for the Project, which consist of the Scope of Services as outlined on the attached Exhibit A.

SECTION II. TERMS AND CONDITIONS OF ENGINEERING SERVICES

The HDR Engineering, Inc. Terms and Conditions, which are attached hereto in Exhibit C, are incorporated into this Agreement by this reference as if fully set forth herein.

SECTION III. RESPONSIBILITIES OF OWNER

The OWNER shall provide the information set forth in paragraph 6 of the attached “HDR Engineering, Inc. Terms and Conditions for Professional Services.”

SECTION IV. COMPENSATION

Compensation for ENGINEER’S services under this Agreement shall be on the basis of

- Time and Materials shall mean actual labor hours at the rates included in Exhibit B, to be paid as total compensation for each hour an employee works on the project, plus Reimbursable Expenses.

The amount of any sales tax, excise tax, value added tax (VAT), or gross receipts tax that may be imposed on this Agreement shall be added to the ENGINEER’S compensation as Reimbursable Expenses.

Compensation terms are defined as follows:

Reimbursable Expense shall mean the actual expenses incurred directly or indirectly in connection with the Project for transportation travel, subconsultants, subcontractors, technology charges, telephone, telex, shipping and express, and other incurred expense. ENGINEER will add ten percent (10%) to invoices received by ENGINEER from subconsultants and subcontractors to cover administrative expenses and vicarious liability.

SECTION V. PERIOD OF SERVICE

Upon receipt of written authorization to proceed, ENGINEER shall perform the services

- Described in Exhibit A within a reasonable period of time.

Unless otherwise stated in this Agreement, the rates of compensation for ENGINEER'S services have been agreed to in anticipation of the orderly and continuous progress of the project through completion. If any specified dates for the completion of ENGINEER'S services are exceeded through no fault of the ENGINEER, the time for performance of those services shall be automatically extended for a period which may be reasonably required for their completion and all rates, measures and amounts of ENGINEER'S compensation shall be equitably adjusted.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first written above.

City of Mitchell, South Dakota

“OWNER”

BY: _____

NAME: _____

TITLE: _____

ADDRESS: _____

HDR ENGINEERING, INC.

“ENGINEER”

BY: Jason L. Kjenstad

NAME: Jason Kjenstad

TITLE: Sr. Vice President

ADDRESS: 101 S Phillips Ave Ste 401
Sioux Falls, SD 57104

EXHIBIT A
SCOPE OF SERVICES



Background

The following scope outlines tasks to develop a Safe Streets and Roads for All (SS4A) Safety Action Plan and provide 2026 SS4A Implementation Grant Application Support for the City of Mitchell, South Dakota (under the assumptions identified below). The Safety Action Plan shall update previous area safety analysis and expand upon the 2023 Mitchell Master Transportation Plan (MTP) transportation related goals and objectives and other area plans as applicable. Safety Action Plan and SS4A Implementation Grant Application Support work elements include:

Task 1 – General Administration

- A. Project Coordination:** Consultant will develop a work plan that includes, but is not limited to the following:
- Kick Off Meeting – The Consultant shall facilitate a meeting with the City of Mitchell (referred to as the City) to confirm expectations and to finalize the work plan. It is assumed this meeting will occur in-person.
 - Monthly invoices and Safety Action Plan updates in word processing format (Microsoft® Word) or as Portable Document Format (.pdf) informing of the study's progression.
 - Internal and external project communication.

Task 2 – Safety Action Plan

- A. Public Involvement:** Consultant will develop a public involvement strategy for the SS4A Safety Action Plan process. This public involvement will include:
- Public Participation Plan – Consultant will develop a public participation plan to engage the community.
 - Study Advisory Team – A Study Advisory Team, consisting of stakeholder members (e.g., SDDOT, Davidson County, FHWA), is anticipated to be formed by the City to serve as a planning structure as defined by United States DOT in the Safety Action Plan components. The Study Advisory Team, or sub-groups of individual team members, are expected to meet once (1) with the Consultant during the project period to receive progress reports and provide feedback. Additional correspondence will occur electronically and/or through email.
 - Public and Stakeholder Meetings – The Consultant will facilitate and conduct one set of stakeholder and public open house meetings during the project period, which are anticipated to be held during the Recommendations stage. Both meetings will include an in-person presentation, including a study overview, followed by discussion and interactive activities to gain feedback on safety strategies.
 - Effort for the in-person stakeholder meetings will include an in-person presentation and time to review information and discuss the project with the SAT/HDR team. Two meetings will be held to allow two stakeholder groups the opportunity to provide input.
 - Meeting materials prepared for the public meeting will be used as stakeholder meeting content. Invites will include an email invitation with an RSVP form developed using Jotform and letter to stakeholders.

- Effort for the public open house will include the development of promotional materials, including a public meeting notice, press release, social media graphic and copy, and meeting materials (boards, handout, virtual survey to gather community input on transportation needs, sign-in sheet, and comment form). The consultant will also develop a pop-up meeting kit with promotional materials (informational display board, social media posts, flyer, print survey, and suggestions for distribution) for study partners to distribute and provide additional opportunities for public input. Meeting materials will be sent to the City to be placed online via the study website (see Website).
- The Consultant will prepare a meeting summary for the stakeholder and public meetings, including attendee list, summary of written comments, and appendix with meeting materials.

Public Involvement Assumptions

- *At least 2 to 3 members from HDR will help staff the in-person stakeholder open house meetings (2) and public open house, which will be held on the same day.*
- *Effort for the stakeholder open house will include stakeholder list development and mailing to stakeholders. The Consultant will use known lists provided by the City as a starting point and include additional stakeholder contacts as determined by the project team. Meeting materials prepared for the public meeting will be used as stakeholder meeting content.*
- *Promotions will be prepared by the Consultant. Client will be responsible for posting the social media posts on their accounts, and the Consultant will be responsible for coordinating the newspaper advertisement with the Mitchell Daily Republic. HDR will receive the invoice and affidavit and bill to the project. Costs for the ads are included in the direct costs.*
- *The meeting venue will be ADA accessible. The cost of the venue will be included in the project fee, up to \$500 for each meeting, and the Consultant will be responsible for the invoice.*
- *Meeting materials will include up to 20 boards, one (1) handout (200 copies), one (1) printed survey (200 copies), 20 sign-in sheets, and a comment form (200 copies). The Consultant will coordinate printing of physical materials.*
- *A pre-meeting will be held virtually to discuss public involvement planning efforts and review the public meeting plan.*

B. Webpage: The study webpage will be hosted and maintained by the City of Mitchell. The Consultant will provide study and public meeting materials for the City to post to their webpage. Information may include updates to the public regarding the status of the study, public meeting announcements, surveys, presentations, meeting summaries, and study reports.

The Consultant will provide materials to the City of Mitchell at least 10 days prior to the first public meeting after approval from the project team. Study materials should remain active for a period of at least 12 months after completion of the study to align with grant annual progress reporting.

Webpage Assumptions

- *HDR will prepare general information for the client's website, including a project schedule, map graphic, and written copy.*
- *The client will be responsible for publishing information on the website.*

C. Safety Analysis: The purpose of this task is to perform a high-level safety analysis review to provide a baseline level of crashes involving fatalities and serious injuries throughout the City of Mitchell. This review will focus on crashes involving injuries, vulnerable road users (bicyclists and pedestrians), and arterial streets. This shall include an analysis of the locations and severity of crashes, along with crash types by mode of travel and contributing factors. It is assumed crash data used in this analysis will be from the previous five (5) full years of data and provided by the South Dakota Department of Transportation (SDDOT). This analysis will cover existing conditions and historical trends and systemic and specific safety needs.

Safety Analysis Assumptions

- *HDR will perform a focused update based on the 2016-2020 crash history review and figures created as part of the 2023 Mitchell Master Transportation Plan.*
- *The crash history review will focus on crashes involving injuries, vulnerable road users (bicyclists and pedestrians), and arterial streets.*
- *It is assumed up to 10 intersections and up to 10 corridor segments (combined total of 20 locations) with either the highest crash frequency or crash rates will include a more detailed review to identify crash trends.*

D. Safety Action Plan: The purpose of this task is to develop a Safety Action Plan that will analyze the entire transportation system to identify high-risk locations and provide recommendations to address any issues at these locations. The recommendations will be prioritized into short-, mid-, and long-term projects to create an implementation plan.

The Safety Action Plan shall include the following Action Plan Components as specified by the U.S Department of Transportation:

- Leadership Commitment and Goal Setting - An official public commitment (e.g., resolution, policy, ordinance, etc.) by a high-ranking official and/or governing body (e.g., Mayor, City Council, Tribal Council, MPO Policy Board, etc.) to an eventual goal of zero roadway fatalities and serious injuries. The commitment must include a goal and timeline for eliminating roadway fatalities and serious injuries achieved through one, or both, of the following:
 - (1) the target date for achieving zero roadway fatalities and serious injuries, OR
 - (2) an ambitious percentage reduction of roadway fatalities and serious injuries by a specific date with an eventual goal of eliminating roadway fatalities and serious injuries.



- Planning Structure - A committee, task force, implementation group, or similar body charged with oversight of the Action Plan development, implementation, and monitoring.
- Safety Analysis - Analysis of existing conditions and historical trends that provides a baseline level of crashes involving fatalities and serious injuries across a jurisdiction, locality, Tribe, or region (under the parameters described above). Includes an analysis of locations where there are crashes and the severity of the crashes, as well as contributing factors and crash types by relevant road users (motorists, people walking, transit users, etc.). Analysis of systemic and specific safety needs is also performed, as needed (e.g., high-risk road features, specific safety needs of relevant road users, public health approaches, analysis of the built environment, demographic, and structural issues, etc.). To the extent practical, the analysis should include all roadways within the jurisdiction, without regard for ownership. Based on the analysis performed, a geospatial identification of higher-risk locations is developed (a High-Injury Network or equivalent). *See assumptions described above.*
- Engagement and Collaboration - Robust engagement with the public and relevant stakeholders, including the private sector and community groups, that allows for both community representation and feedback. Information received from engagement and collaboration is analyzed and incorporated into the Action Plan. Overlapping jurisdictions are included in the process. Plans and processes are coordinated and aligned with other governmental plans and planning processes to the extent practical. Public and stakeholder engagement from the Mitchell MTP will be utilized and referenced in addition to new public involvement activities. *See assumptions described above.*
- Policy and Process Changes - Minimal assessment of current policies, plans, guidelines, and/or standards (e.g., manuals) to identify opportunities to improve how processes prioritize transportation safety as needed. The Action Plan discusses implementation through the adoption of revised or new policies, guidelines, and/or standards, as appropriate.

Policy and Process Changes Assumptions

- *It is assumed that 'Roadway Standards and Guidelines' chapter and other sub-plans (e.g. bike/ped plan, traffic signal plan) from the Mitchell MTP will directly serve as primary content sources to fulfill this component without further updates.*



- Strategy and Project Selections - Identification of a comprehensive set of projects and strategies, shaped by data, available evidence and noteworthy practices, as well as stakeholder input and equity considerations, that will address the safety problems described in the Action Plan. These strategies and countermeasures focus on a Safe System Approach, effective interventions, and consider multidisciplinary activities. To the extent practical, data limitations are identified and mitigated. Once identified, the list of projects and strategies is prioritized in a list that provides time ranges for when the strategies and countermeasures will be deployed (e.g., short-, mid-, and long-term timeframes). The list should include specific projects and strategies, or descriptions of programs of projects and strategies, and explains prioritization criteria used. The list should contain interventions focused on infrastructure, behavioral, and/or operational safety.

Strategy and Project Selections Assumptions

- *It is assumed that time ranges will be consistent with those utilized in the 2023 Mitchell MTP (i.e. Short-term: <2030; Mid-term: 2030 – 2039; Long-term: 2040+). Recommendations will cross-reference Mitchell MTP projects and plan recommendations.*
- Progress and Transparency - Method to measure progress over time after an Action Plan is developed or updated, including outcome data. Means to make sure ongoing transparency is established with residents and other relevant stakeholders. Must include, at a minimum, annual public and accessible reporting on progress toward reducing roadway fatalities and serious injuries, and public posting of the Action Plan online.

All findings of the Safety Action Plan will be presented in a Draft Report, which will be presented to appropriate City officials.

- E. Reports and Meetings:** The Consultant will provide the City of Mitchell representatives with a draft Safety Action Plan prior to completion of final reports. The draft report will include an executive summary, preliminary findings and recommendations, and any other information developed as part of the study. The Consultant shall review and become familiar with the requirements of the SS4A program and include all necessary items in the report to satisfy those requirements. It is assumed the Consultant will provide an overview presentation to City Council following the finalization of the Safety Action Plan report.
- F. Deliverables:** The Consultant shall provide the following items to the City of Mitchell contact:
- Monthly invoices and study updates in word processing (Microsoft® Word) or portable document format (.pdf) informing of the study's progression
 - An electronic copy of the draft report and executive summary (in word processing and portable document format)
 - At electronic copy of the complete final report and executive summary (in word

- processing and portable document format)
- Copies of pertinent working papers and electronic files created during the project
 - Supporting materials for the public involvement process, including presentations, handouts, surveys, etc.

Task 3 – 2026 SS4A Grant Application Support

A. SS4A Grant NOFO / Scope Review

- The Safe Streets and Roads For All (SS4A) Notice of Funding Opportunity (NOFO) is anticipated to be published by the US DOT and FHWA on or before March 31, 2026, on the US DOT's website ([Safe Streets and Roads for All \(SS4A\) Grant Program | US Department of Transportation](#)). HDR will obtain a copy of this NOFO and review Grant application requirements within 2 weeks of the NOFO publication.
 - i. In the event the NOFO is published prior to March 23, 2026, HDR will consult with the City to determine if the timeline for these contract activities can still be achieved within the timeframe allotted up to the Grant application deadline as defined in the NOFO.
 1. If the grant application period is less than 90 days or if the grant application deadline is set prior to June 15, 2026, HDR will consult with the City to determine if contract activities should be terminated or if an amendment is necessary to revise the project schedule and staffing allocations.
- HDR will coordinate one (1) meeting with the City of Mitchell within 4 weeks of the NOFO publication to review the NOFO and identify key elements of the grant Notice and to prepare for application development. HDR will also present a proposed schedule during this meeting, including the date for the full initial review of the application, to ensure sufficient time for final revisions before the grant application deadline.

B. Grant Narrative Composition

- Following the NOFO review with the City, HDR will commence development of the Grant Application Narrative.
 - i. HDR assumes the City will pursue an Implementation Grant to secure funds to deliver between one (1) and three (3) projects as identified within the Safety Action Plan.
 1. **The City must identify the projects desired for the grant application no later than May 22, 2026**, to provide for sufficient time for HDR's grant support team to develop content for those projects within the grant application narrative and supporting documents.
 2. In the event the City chooses to incorporate more than 3 projects into the Grant Application, HDR will consult with the City to determine if modifications to this contract are needed to revise the project schedule and staffing needs.
 - ii. The Grant Narrative will be no longer than 12 pages in length, excluding

the cover page, Table of Contents, and appendices.

iii. Graphics to support narrative content will also be generated by HDR and/or utilized from existing City documents such as the Master Transportation Plan and the Safety Action Plan.

- HDR will populate the Self Certification Eligibility Worksheet provided with the Grant Notice documents to support the City's efforts (within Task 2 of this Scope) to develop and adopt a Safety Action Plan that meets the required grant program criteria sufficient to pursue Implementation funding.

C. Project Cost Estimation

- HDR will assist the City with developing preliminary cost estimates for the project(s) (maximum of 3 projects) included in the Grant Application narrative.
 - i. The cost estimation will be based on HDR's understanding of the project Scope and industry standards for project development and delivery.
 - ii. Cost estimation will be developed using the SS4A Grant program's Supplemental Budget spreadsheet.
 - 1. Spreadsheet content is anticipated to include a high-level breakdown of the following elements:
 - a. Costs for Planning, Design, and Development Activities
 - i. Such as Survey, Engineering Design, Permitting, Utility Coordination & Relocations, Right-of-Way, and Easement coordination, etc.
 - ii. Grant Administration
 - b. Costs for Projects and Strategies
 - i. Such as Construction Costs for various project elements
 - ii. Construction Administration costs
- This proposal does NOT include any design support for project development.

D. Grant Application Submittal Assistance

- Historically, the SS4A Grant application process is typically allotted 90 calendar days from the publication of the NOFO to the Grant Application due date.
 - i. Assuming the NOFO is published no later than March 31, 2026, the grant application deadline is anticipated to be between June 15 to June 29, 2026.
- The SS4A Grant program has historically required application submittals to be submitted through <https://usg.valideval.com> or <https://grants.gov>. HDR anticipates supporting the City with this Grant Application submittal via one of these websites.
- These support efforts include HDR obtaining access to the website and Grant Application Profile as an "Editor."
 - i. A member from the City of Mitchell must establish a profile on the same website as the "Primary" Team member/role
- HDR will assist with developing content for and uploading required content as outlined in the Grant NOFO and as listed in the online Grant profile as requested by the City, which will likely include the following:
 - i. Various Federal Forms (SF-424, SF-424C, SF-424D, SF-LLL), Grant Narrative, Community/Project Overview Map, Spatial Data (GIS



Shapefiles or Google Earth KML files), Supplemental Budget (Excel Spreadsheet), Self-Certification Worksheet, Safety Action Plan, and other supporting documents as needed.

- ii. The City will be responsible for soliciting, documenting, and uploading letters of support to the Grant application website.
- iii. The City will be responsible for obtaining and providing HDR with the Community's Unique Entity Identifier (UEI) and the City must verify their registration with the System for Award Management (SAM) <https://sam.gov/content/home>

Schedule

Anticipated Notice to Proceed: March 18, 2026

Project Coordination/Management

- Kickoff meeting: Late March 2026
- City / SAT meetings: Every month

Public Involvement: April – June 2026

- Public and Stakeholder meetings: May 2026
- Webpage launch: April 2026

Safety Analysis: Late March – April 2026

SS4A Implementation Grant Development (if client elects to proceed): May 4 – June 15-29, 2026

- Anticipated Notice of Funding Opportunity (NOFO): Late March 2026
- City selection of projects for grant due May 22, 2026

Safety Action Plan: April – June 2026

Reports

- Draft Plan: May 8, 2026
- Final Plan: June 5, 2026

Anticipated SS4A Grant Application Submittal Deadline: June 15-29, 2026

Project Close-Out & Final Invoicing: August 2026

*The SS4A Grant Program has historically utilized approximately 5-6 months for grant application review prior to award notifications. This proposal does NOT include support for Grant *Award* assistance or support for coordination with the US DOT / FHWA for a De-Briefing in the event the City's grant application is not selected for award.

EXHIBIT C
TERMS AND CONDITIONS

HDR Engineering, Inc. Terms and Conditions for Professional Services

1. STANDARD OF PERFORMANCE

The standard of care for all professional engineering, consulting and related services performed or furnished by ENGINEER and its employees under this Agreement will be the care and skill ordinarily used by members of ENGINEER's profession practicing under the same or similar circumstances at the same time and in the same locality. ENGINEER makes no warranties, express or implied, under this Agreement or otherwise, in connection with ENGINEER's services.

2. INSURANCE/INDEMNITY

ENGINEER agrees to procure and maintain, at its expense, Workers' Compensation insurance as required by statute; Employer's Liability of \$250,000; Automobile Liability insurance of \$1,000,000 combined single limit for bodily injury and property damage covering all vehicles, including hired vehicles, owned and non-owned vehicles; Commercial General Liability insurance of \$1,000,000 combined single limit for personal injury and property damage; and Professional Liability insurance of \$1,000,000 per claim for protection against claims arising out of the performance of services under this Agreement caused by negligent acts, errors, or omissions for which ENGINEER is legally liable. If flying an Unmanned Aerial System (UAS or drone), ENGINEER will procure and maintain aircraft unmanned aerial systems insurance of \$1,000,000 per occurrence. OWNER shall be made an additional insured on Commercial General and Automobile Liability insurance policies and certificates of insurance will be furnished to the OWNER. ENGINEER agrees to indemnify OWNER for third party personal injury and property damage claims to the extent caused by ENGINEER's negligent acts, errors or omissions. However, neither Party to this Agreement shall be liable to the other Party for any special, incidental, indirect, or consequential damages (including but not limited to loss of use or opportunity; loss of good will; cost of substitute facilities, goods, or services; cost of capital; and/or fines or penalties), loss of profits or revenue arising out of, resulting from, or in any way related to the Project or the Agreement from any cause or causes, including but not limited to any such damages caused by the negligence, errors or omissions, strict liability or breach of contract. The employees of both parties are intended third party beneficiaries of this waiver of consequential damages.

3. OPINIONS OF PROBABLE COST

Any opinions of probable project cost or probable construction cost provided by ENGINEER are made on the basis of information available to ENGINEER and on the basis of ENGINEER's experience and qualifications, and represents its judgment as an experienced and qualified professional engineer. However, since ENGINEER has no control over the cost of labor, materials, equipment or services furnished by others, or over the contractor(s)' methods of determining prices, or over competitive bidding or market conditions, ENGINEER does not guarantee that proposals, bids or actual project or construction cost will not vary from opinions of probable cost ENGINEER prepares.

4. CONSTRUCTION PROCEDURES

ENGINEER's observation or monitoring portions of the work performed under construction contracts shall not relieve the contractor from its responsibility for performing work in accordance with applicable contract documents. ENGINEER shall not control or have charge of, and shall not be responsible for, construction means, methods, techniques, sequences, procedures of construction, health or safety programs or precautions connected with the work and shall not manage, supervise, control or have charge of construction. ENGINEER shall not be responsible for the acts or omissions of the contractor or other parties on the project. ENGINEER shall be

entitled to review all construction contract documents and to require that no provisions extend the duties or liabilities of ENGINEER beyond those set forth in this Agreement. OWNER agrees to include ENGINEER as an indemnified party in OWNER's construction contracts for the work, which shall protect ENGINEER to the same degree as OWNER. Further, OWNER agrees that ENGINEER shall be listed as an additional insured under the construction contractor's liability insurance policies.

5. CONTROLLING LAW

This Agreement is to be governed by the law of the state where ENGINEER's services are performed.

6. SERVICES AND INFORMATION

OWNER will provide all criteria and information pertaining to OWNER's requirements for the project, including design objectives and constraints, space, capacity and performance requirements, flexibility and expandability, and any budgetary limitations. OWNER will also provide copies of any OWNER-furnished Standard Details, Standard Specifications, or Standard Bidding Documents which are to be incorporated into the project.

OWNER will furnish the services of soils/geotechnical engineers or other consultants that include reports and appropriate professional recommendations when such services are deemed necessary by ENGINEER. The OWNER agrees to bear full responsibility for the technical accuracy and content of OWNER-furnished documents and services.

In performing professional engineering and related services hereunder, it is understood by OWNER that ENGINEER is not engaged in rendering any type of legal, insurance or accounting services, opinions or advice. Further, it is the OWNER's sole responsibility to obtain the advice of an attorney, insurance counselor or accountant to protect the OWNER's legal and financial interests. To that end, the OWNER agrees that OWNER or the OWNER's representative will examine all studies, reports, sketches, drawings, specifications, proposals and other documents, opinions or advice prepared or provided by ENGINEER, and will obtain the advice of an attorney, insurance counselor or other consultant as the OWNER deems necessary to protect the OWNER's interests before OWNER takes action or forebears to take action based upon or relying upon the services provided by ENGINEER.

7. SUCCESSORS, ASSIGNS AND BENEFICIARIES

OWNER and ENGINEER, respectively, bind themselves, their partners, successors, assigns, and legal representatives to the covenants of this Agreement. Neither OWNER nor ENGINEER will assign, sublet, or transfer any interest in this Agreement or claims arising therefrom without the written consent of the other. No third party beneficiaries are intended under this Agreement.

8. RE-USE OF DOCUMENTS

All documents, including all reports, drawings, specifications, computer software or other items prepared or furnished by ENGINEER pursuant to this Agreement, are instruments of service with respect to the project. ENGINEER retains ownership of all such documents. OWNER may retain copies of the documents for its information and reference in connection with the project; however, none of the documents are intended or represented to be suitable for reuse by OWNER or others on extensions of the project or on any other project. Any reuse without written verification or adaptation by ENGINEER for the specific purpose intended will be at OWNER's sole risk and without liability or legal exposure to ENGINEER, and OWNER will defend, indemnify and hold harmless ENGINEER from all claims, damages, losses and expenses, including attorney's fees,

arising or resulting therefrom. Any such verification or adaptation will entitle ENGINEER to further compensation at rates to be agreed upon by OWNER and ENGINEER.

9. TERMINATION OF AGREEMENT

OWNER or ENGINEER may terminate the Agreement, in whole or in part, by giving seven (7) days written notice to the other party. Where the method of payment is "lump sum," or cost reimbursement, the final invoice will include all services and expenses associated with the project up to the effective date of termination. An equitable adjustment shall also be made to provide for termination settlement costs ENGINEER incurs as a result of commitments that had become firm before termination, and for a reasonable profit for services performed.

10. SEVERABILITY

If any provision of this agreement is held invalid or unenforceable, the remaining provisions shall be valid and binding upon the parties. One or more waivers by either party of any provision, term or condition shall not be construed by the other party as a waiver of any subsequent breach of the same provision, term or condition.

11. INVOICES

ENGINEER will submit monthly invoices for services rendered and OWNER will make payments to ENGINEER within thirty (30) days of OWNER's receipt of ENGINEER's invoice.

ENGINEER will retain receipts for reimbursable expenses in general accordance with Internal Revenue Service rules pertaining to the support of expenditures for income tax purposes. Receipts will be available for inspection by OWNER's auditors upon request.

If OWNER disputes any items in ENGINEER's invoice for any reason, including the lack of supporting documentation, OWNER may temporarily delete the disputed item and pay the remaining amount of the invoice. OWNER will promptly notify ENGINEER of the dispute and request clarification and/or correction. After any dispute has been settled, ENGINEER will include the disputed item on a subsequent, regularly scheduled invoice, or on a special invoice for the disputed item only.

OWNER recognizes that late payment of invoices results in extra expenses for ENGINEER. ENGINEER retains the right to assess OWNER interest at the rate of one percent (1%) per month, but not to exceed the maximum rate allowed by law, on invoices which are not paid within thirty (30) days from the date OWNER receives ENGINEER's invoice. In the event undisputed portions of ENGINEER's invoices are not paid when due, ENGINEER also reserves the right, after seven (7) days prior written notice, to suspend the performance of its services under this Agreement until all past due amounts have been paid in full.

12. CHANGES

The parties agree that no change or modification to this Agreement, or any attachments hereto, shall have any force or effect unless the change is reduced to writing, dated, and made part of this Agreement. The execution of the change shall be authorized and signed in the same manner as this Agreement. Adjustments in the period of services and in compensation shall be in accordance with applicable paragraphs and sections of this Agreement. Any proposed fees by ENGINEER are estimates to perform the services required to complete the project as ENGINEER understands it to be defined. For those projects involving conceptual or process development services, activities often are not fully definable in the initial planning. In any event, as the project progresses, the facts developed may dictate a change in the services to be performed, which may alter the scope. ENGINEER will inform OWNER of such situations so that changes in scope and adjustments to the time of performance and compensation can be made as required. If such change, additional services, or suspension of services results in an increase or decrease in the cost of or time required for performance

of the services, an equitable adjustment shall be made, and the Agreement modified accordingly.

13. CONTROLLING AGREEMENT

These Terms and Conditions shall take precedence over any inconsistent or contradictory provisions contained in any proposal, contract, purchase order, requisition, notice-to-proceed, or like document.

14. EQUAL EMPLOYMENT AND NONDISCRIMINATION

In connection with the services under this Agreement, ENGINEER agrees to comply with the applicable provisions of federal and state Equal Employment Opportunity for individuals based on color, religion, sex, or national origin, or disabled veteran, recently separated veteran, other protected veteran and armed forces service medal veteran status, disabilities under provisions of executive order 11246, and other employment, statutes and regulations, as stated in Title 41 Part 60 of the Code of Federal Regulations § 60-1.4 (a-f), § 60-300.5 (a-e), § 60-741 (a-e).

15. HAZARDOUS MATERIALS

OWNER represents to ENGINEER that, to the best of its knowledge, no hazardous materials are present at the project site. However, in the event hazardous materials are known to be present, OWNER represents that to the best of its knowledge it has disclosed to ENGINEER the existence of all such hazardous materials, including but not limited to asbestos, PCB's, petroleum, hazardous waste, or radioactive material located at or near the project site, including type, quantity and location of such hazardous materials. It is acknowledged by both parties that ENGINEER's scope of services do not include services related in any way to hazardous materials. In the event ENGINEER or any other party encounters undisclosed hazardous materials, ENGINEER shall have the obligation to notify OWNER and, to the extent required by law or regulation, the appropriate governmental officials, and ENGINEER may, at its option and without liability for delay, consequential or any other damages to OWNER, suspend performance of services on that portion of the project affected by hazardous materials until OWNER: (i) retains appropriate specialist consultant(s) or contractor(s) to identify and, as appropriate, abate, remediate, or remove the hazardous materials; and (ii) warrants that the project site is in full compliance with all applicable laws and regulations. OWNER acknowledges that ENGINEER is performing professional services for OWNER and that ENGINEER is not and shall not be required to become an "arranger," "operator," "generator," or "transporter" of hazardous materials, as defined in the Comprehensive Environmental Response, Compensation, and Liability Act of 1990 (CERCLA), which are or may be encountered at or near the project site in connection with ENGINEER's services under this Agreement. If ENGINEER's services hereunder cannot be performed because of the existence of hazardous materials, ENGINEER shall be entitled to terminate this Agreement for cause on 30 days written notice. To the fullest extent permitted by law, OWNER shall indemnify and hold harmless ENGINEER, its officers, directors, partners, employees, and subconsultants from and against all costs, losses, and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals, and all court or arbitration or other dispute resolution costs) caused by, arising out of or resulting from hazardous materials, provided that (i) any such cost, loss, or damage is attributable to bodily injury, sickness, disease, or death, or injury to or destruction of tangible property (other than completed Work), including the loss of use resulting therefrom, and (ii) nothing in this paragraph shall obligate OWNER to indemnify any individual or entity from and against the consequences of that individual's or entity's sole negligence or willful misconduct.

16. EXECUTION

This Agreement, including the exhibits and schedules made part hereof, constitute the entire Agreement between ENGINEER and

OWNER, supersedes and controls over all prior written or oral understandings. This Agreement may be amended, supplemented or modified only by a written instrument duly executed by the parties.

17. ALLOCATION OF RISK

OWNER AND ENGINEER HAVE EVALUATED THE RISKS AND REWARDS ASSOCIATED WITH THIS PROJECT, INCLUDING ENGINEER'S FEE RELATIVE TO THE RISKS ASSUMED, AND AGREE TO ALLOCATE CERTAIN OF THE RISKS, SO, TO THE FULLEST EXTENT PERMITTED BY LAW, THE TOTAL AGGREGATE LIABILITY OF ENGINEER (AND ITS RELATED CORPORATIONS, SUBCONSULTANTS AND EMPLOYEES) TO OWNER AND THIRD PARTIES GRANTED RELIANCE IS LIMITED TO THE LESSER OF \$1,000,000 OR ITS FEE, FOR ANY AND ALL INJURIES, DAMAGES, CLAIMS, LOSSES, OR EXPENSES (INCLUDING ATTORNEY AND EXPERT FEES) ARISING OUT OF ENGINEER'S SERVICES OR THIS AGREEMENT REGARDLESS OF CAUSE(S) OR THE THEORY OF LIABILITY, INCLUDING NEGLIGENCE, INDEMNITY, OR OTHER RECOVERY. ENGINEER'S AND SUBCONSULTANTS' EMPLOYEES ARE INTENDED THIRD PARTY BENEFICIARIES OF THIS ALLOCATION OF RISK.

18. LITIGATION SUPPORT

In the event ENGINEER is required to respond to a subpoena, government inquiry or other legal process related to the services in connection with a legal or dispute resolution proceeding to which ENGINEER is not a party, OWNER shall reimburse ENGINEER for reasonable costs in responding and compensate ENGINEER at its then standard rates for reasonable time incurred in gathering information and documents and attending depositions, hearings, and trial.

19. NO THIRD PARTY BENEFICIARIES

Except as otherwise provided in this Agreement, no third party beneficiaries are intended under this Agreement. In the event a reliance letter or certification is required under the scope of services, the parties agree to use a form that is mutually acceptable to both parties.

20. UTILITY LOCATION

If underground sampling/testing is to be performed, a local utility locating service shall be contacted to make arrangements for all utilities to determine the location of underground utilities. In addition, OWNER shall notify ENGINEER of the presence and location of any underground utilities located on the OWNER's property which are not the responsibility of private/public utilities. ENGINEER shall take reasonable precautions to avoid damaging underground utilities that are properly marked. The OWNER agrees to waive any claim against ENGINEER and will indemnify and hold ENGINEER harmless from any claim of liability, injury or loss caused by or allegedly caused by ENGINEER's damaging of underground utilities that are not properly marked or are not called to ENGINEER's attention prior to beginning the underground sampling/testing.

21. UNMANNED AERIAL SYSTEMS

If operating UAS, ENGINEER will obtain all permits or exemptions required by law to operate any UAS included in the services. ENGINEER's operators have completed the training, certifications and licensure as required by the applicable jurisdiction in which the UAS will be operated. OWNER will obtain any necessary permissions for ENGINEER to operate over private property, and assist, as necessary, with all other necessary permissions for operations.

22. OPERATIONAL TECHNOLOGY SYSTEMS

OWNER agrees that the effectiveness of operational technology systems and features designed, recommended or assessed by ENGINEER (collectively "OT Systems") are dependent upon OWNER's continued operation and maintenance of the OT Systems

in accordance with all standards, best practices, laws, and regulations that govern the operation and maintenance of the OT Systems. OWNER shall be solely responsible for operating and maintaining the OT Systems in accordance with applicable laws, regulations, and industry standards (e.g. ISA, NIST, etc.) and best practices, which generally include but are not limited to, cyber security policies and procedures, documentation and training requirements, continuous monitoring of assets for tampering and intrusion, periodic evaluation for asset vulnerabilities, implementation and update of appropriate technical, physical, and operational standards, and offline testing of all software/firmware patches/updates prior to placing updates into production. Additionally, OWNER recognizes and agrees that OT Systems are subject to internal and external breach, compromise, and similar incidents. Security features designed, recommended or assessed by ENGINEER are intended to reduce the likelihood that OT Systems will be compromised by such incidents. However, ENGINEER does not guarantee that OWNER's OT Systems are impenetrable and OWNER agrees to waive any claims against ENGINEER resulting from any such incidents that relate to or affect OWNER's OT Systems.

23. FORCE MAJEURE

ENGINEER shall not be responsible for delays caused by factors beyond ENGINEER's reasonable control, including but not limited to delays because of strikes, lockouts, work slowdowns or stoppages, government ordered industry shutdowns, power or server outages, acts of nature, widespread infectious disease outbreaks (including, but not limited to epidemics and pandemics), failure of any governmental or other regulatory authority to act in a timely manner, failure of the OWNER to furnish timely information or approve or disapprove of ENGINEER's services or work product, or delays caused by faulty performance by the OWNER's or by contractors of any level or any other events or circumstances not within the reasonable control of the party affected, whether similar or dissimilar to any of the foregoing. When such delays beyond ENGINEER's reasonable control occur, the OWNER agrees that ENGINEER shall not be responsible for damages, nor shall ENGINEER be deemed in default of this Agreement, and the parties will negotiate an equitable adjustment to ENGINEER's schedule and/or compensation if impacted by the force majeure event or condition.

24. EMPLOYEE IMMUNITY

The parties to this Agreement acknowledge that an individual employee or agent may not be held individually liable for negligence with regard to services provided under this Agreement. To the maximum extent permitted by law, the parties intend i) that this limitation on the liability of employees and agents shall include directors, officers, employees, agents and representatives of each party and of any entity for whom a party is legally responsible, and ii) that any such employee or agent identified by name in this Agreement shall not be deemed a party. Specifically, in the event that all or a portion of the services is performed in the State of Florida, the following provision shall be applicable:

CITY OF MITCHELL

City Council Meeting
Agenda Item Request



The deadline for agenda items is Wednesday at noon, prior to the City Council Meeting

Meeting Date Requested: **Requested By:**

Desired Action of City Council:

Amount Budgeted in current fiscal year for this item (if applicable):

Agenda Item:

Explanation/Background of Agenda Item Requested:

Mitchell

Mitchell-SD LCMS – Pavement Survey

Fee Proposal



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Largo, FL 33777



+1 727-547-0696



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THIS CONTRACT AGREEMENT ("Contract") is entered into on 2026-03-05 by and between:

International Cybernetics Company, LP (ICC) d/b/a IMS Infrastructure Management Services ("Consultant") with its principal office at 10630 75th Street, Largo, FL 33777, Phone: 727-547-0696 and Mitchell, SD with its principal offices at , Mitchell, SD Phone: (605) 995-8435 ("Client"). Consultant and Client may hereinafter be referred to collectively as the "Parties."

RECITALS

WHEREAS, Consultant agrees to fulfill and perform the work as set forth under Scope of Work (**Fee Proposal**), and Client agrees to fulfill its obligations, including providing information required for project setup and compensating the Consultant as set forth under pricing (**Fee Proposal**);

NOW, THEREFORE, the Parties hereto, intending to be legally bound, do hereby agree that the project overview and Pricing below accurately reflect the work to be performed and the price to be paid; and

The Parties accept the standard terms and conditions of sale as described in the attached (Appendix **D**); and

The Parties agree that any modifications to the scope of work or pricing will be agreed to in writing and explicitly acknowledged by both Parties in order to be binding, and

The Parties agree that any agency, current or future, within the same state shall be allowed to participate in this agreement during the life of the contract, even if it is not listed amongst the solicitation participants. While this clause in no way commits an Agency to purchase from Agency's awarded contractor, nor does it guarantee any additional orders will result, it does allow Agencies, at their discretion, to make use of Agency's competitive process (provided said process satisfies their own procurement guidelines) and purchase directly from the awarded contractor. All purchases made by other Agencies shall be understood to be transactions between that Agency and the awarded vendor; the Agency shall not be responsible for any such purchases.

IN WITNESS WHEREOF, this Contract is entered into as of the day and year written above. The Client and Consultant hereby represent and warrant to each other that each of the signers below have the right, power, legal capacity, and authority to enter into and bind the corresponding organization to perform its obligations under this Contract, and that the signature and execution of this Contract has been duly authorized.



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Reference Project Overview for scope of work and fees, a total of \$40,636.00.

International Cybernetics Company, LP
d/b/a IMS Infrastructure Management Services

Mitchell, SD

Date: _____

Date: _____

By: _____

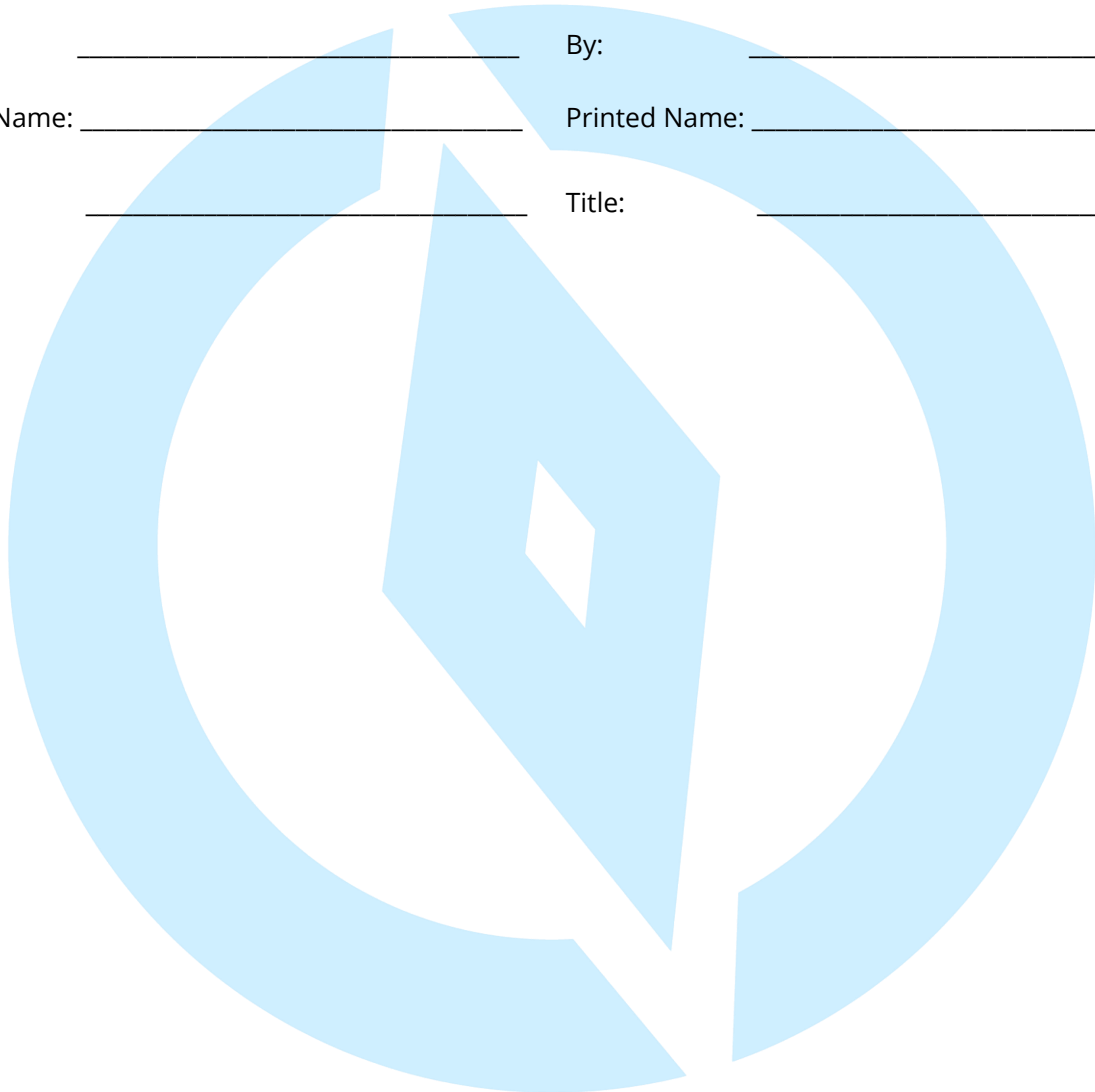
By: _____

Printed Name: _____

Printed Name: _____

Title: _____

Title: _____



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Mitchell
Joe Schroeder, Public Works Director/City Engineer
Email: jschroeder@cityofmitchell.org
Phone: (605) 995-8435

Re: Mitchell-SD Pavement Survey

Dear Joe,

IMS Infrastructure Management Services (IMS) is pleased to present this fee proposal and SOW for a roadway pavement condition survey for Mitchell. As an industry leader with five decades of pavement and asset management experience, we enable data-driven decision-making, ensuring that your agency's maintenance and rehabilitation funding results in the highest return on investment.

Our project approach is based on four principles:

- **Starting with the end in mind.** We are committed to understanding your agency's goals and objectives for this project. We work with our clients to meet all project goals and provide high-quality deliverables on time and within budget.
- **Confident, informed decision-making.** Accurate data provides the foundation for pavement management analyses, which identify the most appropriate maintenance or rehabilitation activity for each roadway pavement.
- **Maximizing return on investment.** When you choose IMS, you gain a dedicated partner. Backed by decades of experience, our support results in better outcomes and translates to enhanced funding justification and more strategic allocation of existing funding.
- **Providing smart, end-to-end solutions.** We provide professional services powered by end-to-end software, enabling your agency to review and visualize data confidently and easily.

We look forward to delivering this project successfully. Please do not hesitate to contact me with any additional questions at +1 3307037730 or by email at jparadise@icc-ims.com.

Best Regards,
IMS Infrastructure Management Services



James Paradise, Client Acquisition Manager



Table of Contents

Project Overview	6
Deliverables	7
Fee Proposal	8
Optional Value Added Service Fees/Rates.....	Error! Bookmark not defined.
Company Profile.....	9
Industry-Leading Technologies	10
Easy Street Analysis (ESA) Overview	11
Optional Value-Added ESA Enhancements	16
Appendix A – Typical Project Roadmap.....	18
Appendix B – Additional Value-Added Services	20
Appendix C – Enhanced ASTM D6433 Data Dictionary	23
Appendix D – Terms & Conditions – February 11, 2026	29





Project Overview

The primary objective of this project is to collect 123 test miles of roadway condition data. To ensure adequate coverage across the roadway network, we survey major roads (typically defined as greater than 3 lanes or by functional class) in both directions and all remaining roads in one direction. Our project roadmap, shown in the figure below, has evolved over the years and reflects our team's collective experience of successfully delivering thousands of similar projects. (See Appendix A for more details on each step in our project roadmap.)

The pavement condition survey will be performed with an IrisPRO Pave™ data collection system. The IrisPRO Pave™ collects georeferenced, high-resolution 3D imagery of the pavement surface, spherical right-of-way imagery, and longitudinal and transverse profile measurements.

Collected data are processed to quantify the type, severity, and quantity of pavement surface distresses, including cracking and rutting. Pavement roughness values are reported following the International Roughness Index (IRI) method. Processed data are delivered in both an Excel spreadsheet and a geodatabase. Roadway imagery is published to our Inform™ online data visualization platform for easy review and reference by agency staff.

Our data analysis approach provides 100% coverage of **all collected lanes**, 100% rating of all pavement in those lanes (no sampling), and no reliance on field operators/crew to perform manual rating or supplemented with "windshield surveys." This approach meets stringent industry standards (ASTM and AASHTO) and state DOT reporting requirements. We are the only vendor bringing our fifty-year legacy of state DOT pavement condition survey experience, quality, accuracy, and repeatability to municipal agencies.



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Deliverables

01

Roadway Pavement Condition Data

Reported in an Excel spreadsheet and a geodatabase.

02

Easy Street Analysis (ESA) of Roadway Pavements

- Easy Street Analysis (ESA) pavement management spreadsheet
- Customizable prioritization and deferred cost analysis (refer to **ESA Overview** for specified customizations and optional value add enhancements)
- ESA training session (two hours) via Teams

03

Five (5) Year, Network-Level Pavement Management Plan via ESA

Treatment recommendations based on client-provided (or client-verified) treatment types, treatment costs (\$ per square yard), budget, already-planned treatments, and any additional network-level prioritization rules.

04

Inform™ Online Data Viewer

Enables convenient, browser-based viewing of collected data and imagery. *(Note: One year of hosting for unlimited agency users is included from the time of implementation **for new/first-time instances only.**)*

05

Additional Value-Added Services

If applicable, based on our discussions with you, this budgetary estimate includes information and pricing on additional value-added services, described in more detail below.





Fee Proposal

Mitchell-SD Pavement Survey

(Note: The final fee and scope of work depends on confirmation of test miles to be surveyed and analysis and reporting requirements.)

Fee Proposal					
Name	Qty.	Units	Price	Disc.	Total Price
Project Setup and Kickoff	1	Lump Sum	\$3,300.00		\$3,300.00
Project Management	1	Lump Sum	\$2,300.00		\$2,300.00
GIS Review and Survey Extents Verification	1	Lump Sum	\$2,000.00		\$2,000.00
Mobilization/Calibration	1	Lump Sum	\$3,900.00	26%	\$2,900.00
Field Data Collection - IrisPRO Pave	123	Test Miles	\$115.00		\$14,145.00
Data Processing: Enhanced ASTM D6433 (Including QC/QA) - According to Standard Data Dictionary	123	Test Miles	\$35.20		\$4,329.60
Condition Data Delivery (Standard Geodatabase/Tabular Format Only)	1	Lump Sum	\$1,300.00		\$1,300.00
Easy Street Analysis (ESA) Pavement Management Plan/Analysis - Draft	1	Lump Sum	\$7,500.00		\$7,500.00
Draft Pavement Management Report	1	Lump Sum	\$2,400.00		\$2,400.00
Final Pavement Management Report and Analysis Results	1	Lump Sum	\$500.00		\$500.00
Inform - <400 miles - Including Data Hosting	1	Lump Sum	\$2,480.00	100%	\$0.00
			Total Price:		\$40,674.60



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Company Profile

IMS Infrastructure Management Services – now powered by International Cybernetics Company (ICC) – has revolutionized roadway infrastructure management since 1975. With the 2022 merger of IMS and ICC, the IMS team of infrastructure consultants is now backed by ICC’s industry-leading data acquisition technologies. We take pride in having one of the industry’s largest fleets of advanced pavement, sidewalk, and right-of-way asset data collection systems.



Over the past five years, we have made a \$5 million investment in enhancing our Unify™ software suite, solidifying our position as an industry leader in providing fully integrated, end-to-end data collection, processing, and visualization tools. Our advanced systems – combined with our rigorous approach to quality control – empower us to generate unparalleled data quality while setting the industry benchmark for the fastest turnaround time. The actions that we have taken over the past five years illustrate our continued commitment to improving data quality while simultaneously reducing data collection costs for our clients.

We offer the following pavement management services:

- Automated and semi-automated pavement condition assessments.
- Non-destructive pavement testing and analysis.
- Pavement management system implementation and training.
- Pavement management plan development and presentation.

In addition to pavement management services, IMS offers complementary services such as:

- Right-of-way asset inventory development using 360-degree imagery and mobile Lidar.
- Sidewalk and Americans with Disabilities (ADA)/PROWAG non-compliance surveys.
- Data visualization services using dashboards, StoryMaps, and web applications built on GIS.

Welcome to the new era of infrastructure management, where consulting services are powered by advanced technologies. ***Together, IMS – now powered by ICC – are paving the way forward!***



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Industry-Leading Technologies

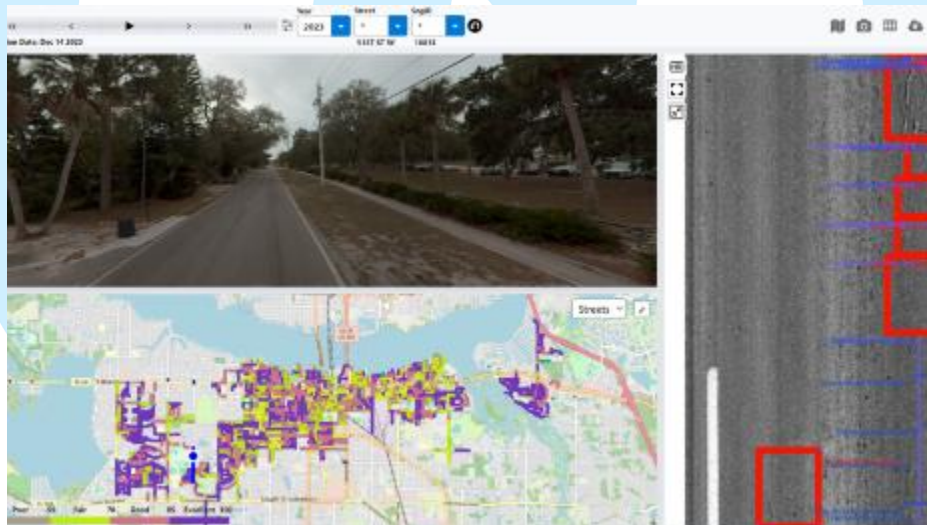
IrisPRO Pavement™

The pavement condition survey will be performed using an IrisPRO Pavement™ data collection system. The IrisPRO Pavement™ is equipped with industry-leading data acquisition technologies, including an inertial profiler, a second-generation Laser Crack Measurement System (LCMS-2), a FLIR Ladybug5+ 30MP 360-degree camera, and an iXBlue A7 or OxtS INS with DGPS.



Inform™ Online Data Viewer

The Inform™ data viewer is an easy-to-use, browser-based, cloud-hosted tool for reviewing pavement condition data and associated imagery. Inform™ presents the data in a map-based environment, enabling agencies to review all collected pavement data, including cracking, rutting, and roughness. The Inform™ viewer is fast, intuitive, and reduces the need for field visits. Inform™ provides color coded roads by condition values like PCI, PSCI, Roughness (IRI), Rutting Index and more. This allows for insights at a glance and effective reporting to decision makers.



"Inform has not only met but also surpassed our expectations. It is quick, exceptionally responsive, requires no IT involvement, and is incredibly user-friendly for individuals of all levels."

– Robert Bush, Program Manager, Arizona DOT



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Easy Street Analysis (ESA) Overview

Pavement Management Plan and Included Deliverables

ESA integrates the core analysis capabilities of the most powerful pavement management systems within a familiar Microsoft® Excel environment. It is a pavement management tool designed to provide agencies with easy access to pavement condition data and analysis results. It is often used to enhance the use of traditional licensed-based software.

ESA was engineered as a simple solution that eliminates the need for users to become pavement management software experts before they can leverage their survey results. ESA is an interactive spreadsheet that contains deterioration curves, functional classes, pavement types, pavement strength rating, city-specific rehabilitation methods and costs, associated rehab resets, budget information, and other city-specific parameters. Our interactive ESA spreadsheet is fully customizable to the needs of our clients and programmed to develop multi-year M&R plans built around practical prioritization techniques and financial optimization, typically as cost of deferral analyses. Results can be visualized using both ESRI GIS software and Excel-based mapping tools. IMS has deployed ESA successfully on hundreds of government agencies across North America.

ESA offers the following key scenarios for analysis:

- Annual funding required to maintain current pavement conditions.
- Annual funding required to maintain the current network backlog.
- Funding projections needed to achieve and sustain a target PCI over the next five years.
- Funding projections needed to achieve and sustain a target backlog over the next five years.
- Minimum funding level required to avoid falling below control PCI limit.
- Minimum funding level required to avoid falling below control backlog limit.
- Future network performance predictions, including the network average PCI and segment level PCI, if current funding levels remain unchanged over five years.
- Strategic rehabilitation recommendations for pavement treatments based on the current budget.

For the pavement analysis results to be practically useful to the agency, IMS endeavors to work closely with every client agency to select appropriate parameters. The IMS pavement engineer will work with the client to select and define the analysis parameters. These include:

- Analysis period (standard is 5 years)
- Road maintenance budget (one value in \$/YR; can vary over the years)
- Rehab types and unit rates (in \$/SY)
- Completed work (rehab type and rehab date for any work done after survey but before analysis start date), provided in a GIS-compatible format (shapefile, geodatabase, or list of GISIDs)
- Planned work (rehab type and rehab date for any work to be done after analysis start date; e.g., CIP, future work etc.), provided in a GIS-compatible format (shapefile, geodatabase, or list of GISIDs)



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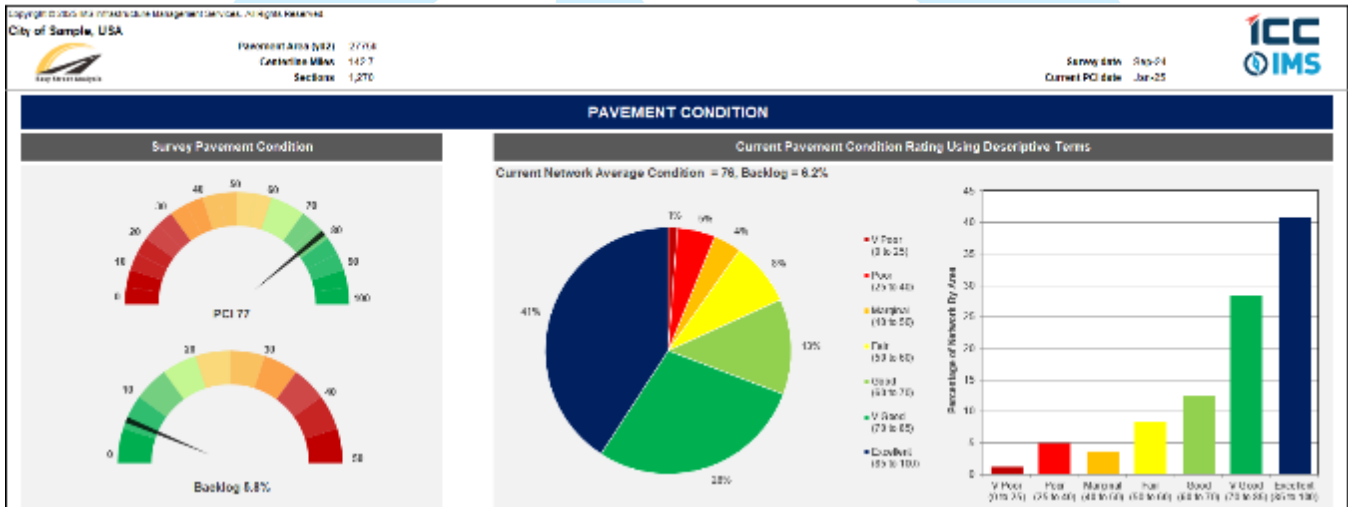


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- Project groupings by proximity, functional classes, pavement types, and similar conditions (PCI spread of 20 and PCI below 40)
- *If structural testing using the Fast-Falling Weight Deflectometer (FFWD) is involved: traffic data (AADT, %Trucks, and/or ESALs), provided in a GIS-compatible format (shapefile, geodatabase, or list of GISIDs). Default traffic count will be used if requested data is one of the specified formats.

Additional parameters and customizations are possible and can be discussed with the pavement engineer during the analysis initiation. IMS pricing includes up to 2 iterations (back-and-forths) of the analysis. Additional iterations or parameters will incur an additional cost. Also, any analysis parameter inputs such as completed or planned work lists provided in non-GIS or non-digital formats will incur an extra cost.

The following snapshots showcase some of the highlights of ESA:



ESA dashboard, providing overview of network condition. ESA offers a detailed evaluation of the network's PCI, with the ability to breakdown analyses by pavement type, functional classes, and index, delivering valuable insights into the overall network condition. The distribution of network area by pavement type and functional classes is displayed.



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Network Analysis Summary - Five Year Rehab Plan Development

Current PCI Date: 1/1/2025		Annual Budget Increase (%/yr): 0.00		% of Budget Dedicated to Surface Treatments: 0							
Analysis Start Date: 1/1/2025 (MM/DD/YYYY)		Unit Rate Inflation (%/yr): 0.00									
Program Year	Annual Budget (\$)	Calendar Year	Block Count	Annual Expenditure (\$)	Pavement Costs (\$)	Peripheral Concrete Costs (\$)	Miles (mi)	PCI	Backlog (%)	<div style="border: 2px solid green; padding: 5px; text-align: center;">Refresh ↻</div> <div style="border: 2px solid orange; padding: 5px; text-align: center; margin-top: 5px;">Run ESA</div> <div style="border: 2px solid orange; padding: 5px; text-align: center; margin-top: 5px;">Agency Budget</div> <div style="border: 2px solid orange; padding: 5px; text-align: center; margin-top: 5px;">Inventory and Rehab Plan</div>	
Avg:	1,380,000	1,380	2024	1,270	19,006,510	19,006,510	0	142.7	76		6.2
1	1,380,000		2025	25	1,379,910	1,379,910	0	3.7	76		
2	1,380,000		2026	30	1,379,402	1,379,402	0	3.9	75		
3	1,380,000		2027	20	1,379,960	1,379,960	0	2.6	75		
4	1,380,000		2028	31	1,379,804	1,379,804	0	3.2	74		
5	1,380,000		2029	30	1,379,919	1,379,919	0	3.8	74		4.5
Totals:			136	6,898,995	6,898,995	0	17.1				

Need Year		Committed Year	Year of First Selection	Segment Rehab Results	Rehab Activity Code	Rehab Activity	Avg Unit Rate (\$/yd2)	Segment Peripheral Concrete Costs (\$)	Segment Pavement Cost (\$)	Segment Total Cost (\$)	Project Cost (\$)	Five Year Post Rehab PCI
4	0	0	0	Fall Thru Yr 4						0	0	79
4	0	4	4	Selected Yr 4	56	FWM + Thick Overlay (> 2.0 - 3.0) + Strctrl Pch	29.00	0	73,863	73,863	169,302	94
4	0	4	4	Selected Yr 4	56	FWM + Thick Overlay (> 2.0 - 3.0) + Strctrl Pch	29.00	0	49,880	49,880	169,302	94
4	0	4	4	Selected Yr 4	56	FWM + Thick Overlay (> 2.0 - 3.0) + Strctrl Pch	29.00	0	45,559	45,559	169,302	94
6	0	0	0	Not Selected						0	0	84
1	0	0	0	Fall Thru Yr 1						0	0	52
3	0	0	0	Fall Thru Yr 3						0	0	42
3	0	0	0	Fall Thru Yr 3						0	0	45
3	0	0	0	Fall Thru Yr 3						0	0	44
4	0	5	5	Selected Yr 5	30	Edge Mill + Thin Overlay (1.5 - 2.0)	15.25	0	31,293	31,293	258,107	92
4	0	5	5	Selected Yr 5	30	Edge Mill + Thin Overlay (1.5 - 2.0)	15.25	0	57,813	57,813	258,107	92
4	0	5	5	Selected Yr 5	30	Edge Mill + Thin Overlay (1.5 - 2.0)	15.25	0	169,001	169,001	258,107	92
3	0	3	3	Selected Yr 3	50	FWM + Thick Overlay (> 2.0 - 3.0)	27.00	0	41,526	41,526	149,715	91
3	0	3	3	Selected Yr 3	50	FWM + Thick Overlay (> 2.0 - 3.0)	27.00	0	48,519	48,519	149,715	91
3	0	3	3	Selected Yr 3	50	FWM + Thick Overlay (> 2.0 - 3.0)	27.00	0	59,670	59,670	149,715	91
2	0	0	0	Fall Thru Yr 2						0	0	37
2	0	0	0	Fall Thru Yr 2						0	0	41

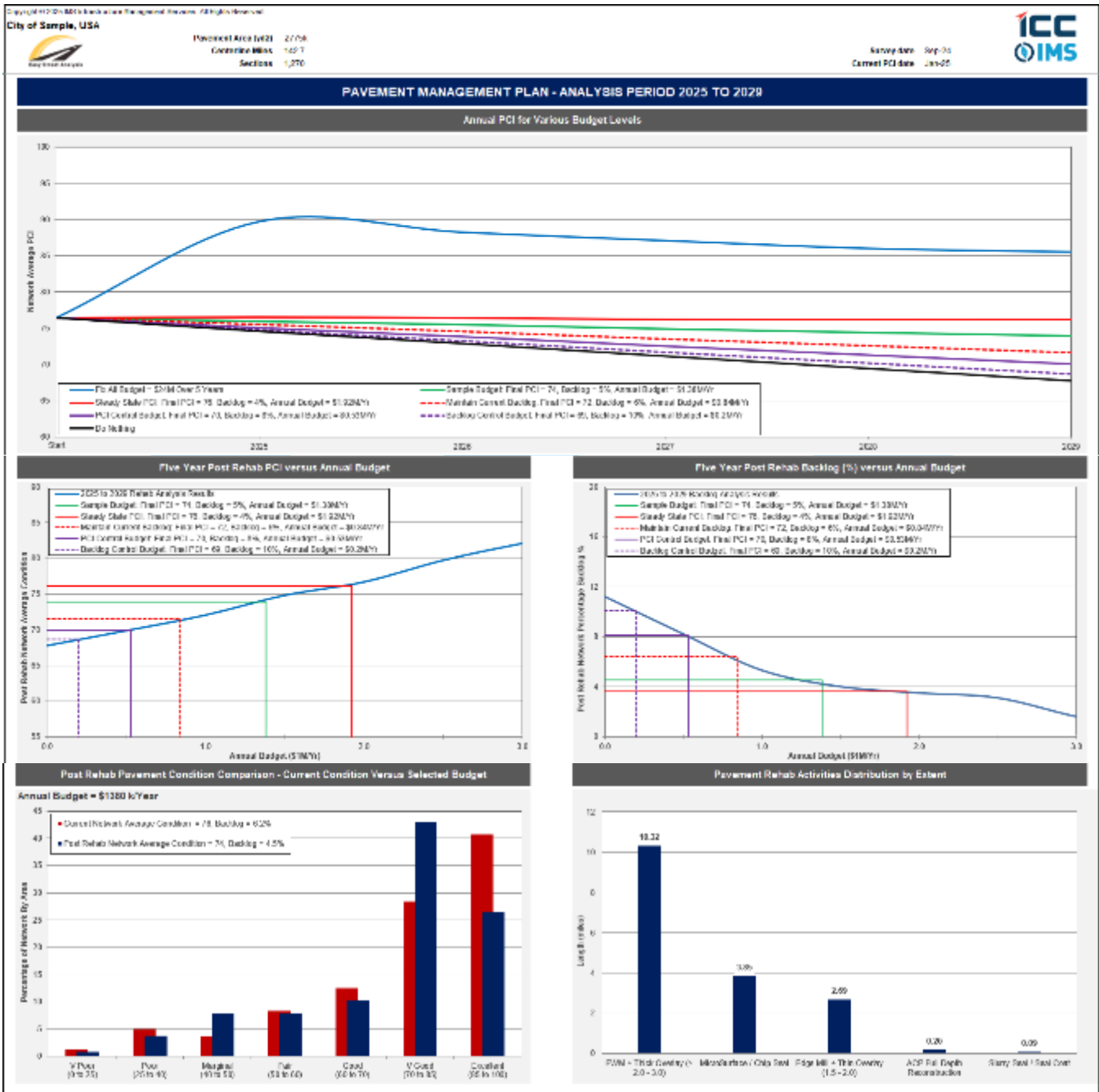
ESA has a straightforward design with simplified buttons to allow for agile review of recommended solutions for selected segments. The total budget and annual breakdown of each year of the respective analysis and network-level evolution of PCI and backlog are summarized.


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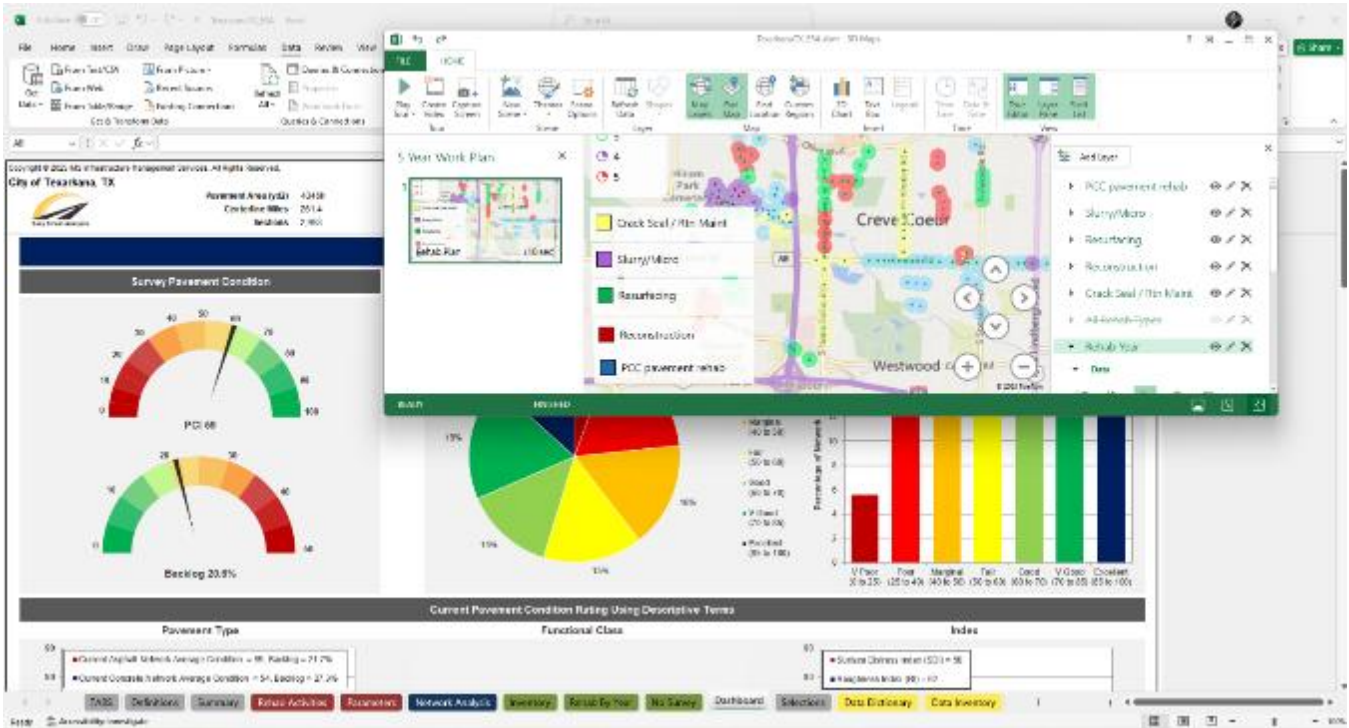

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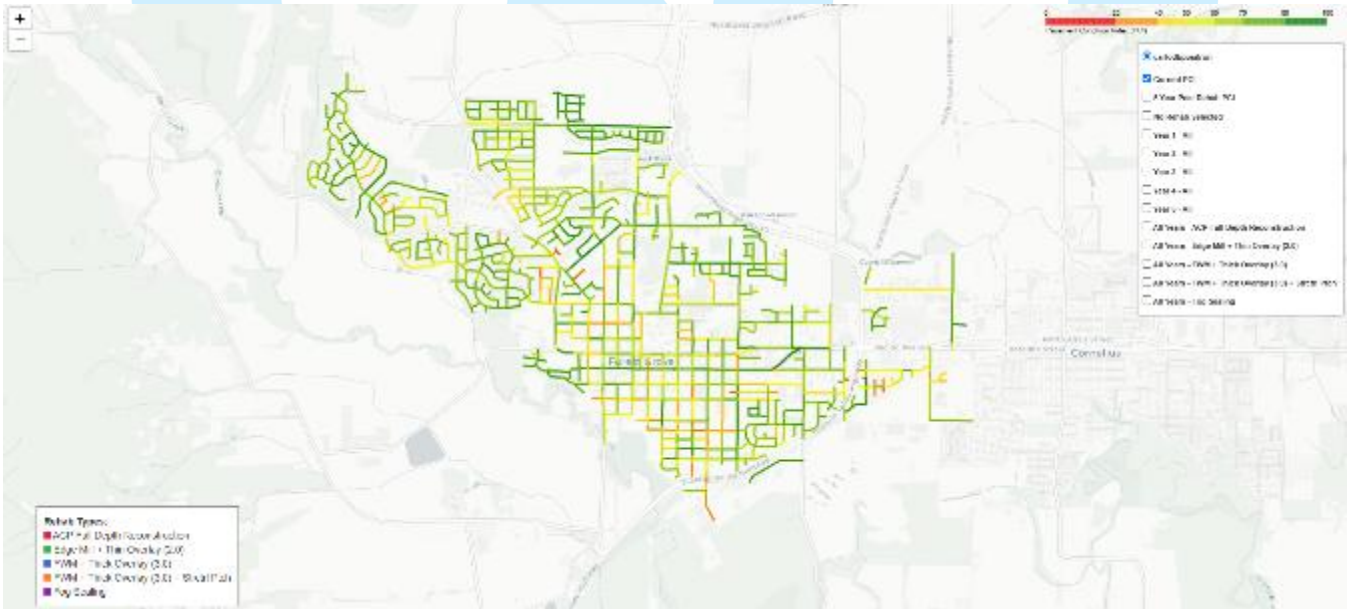
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ESA dashboards, presenting PCI and backlog values after a 5-year analysis is generated under various budget scenarios and summarizing the recommended rehabilitation activities by extent.



ESA contains embedded GIS maps, allowing users to open GIS maps within the Excel interface.



ESA Viewer, provides a map-based view of the pavement condition before and after applying recommended treatments. Various options can be accessed and filtered from this view. Clicking any segment on the map displays detailed information such as GISID, PCI, year, and more.



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Optional Value-Added ESA Enhancements

- Increase analysis period from 5 years to 10 years (ESA fee is multiplied by two (2))
- Additional budget breakdowns, other than one value in \$/YR (*specific scoping required by pavement engineer*)
- Conversion of rehab unit rates to \$/SY (*specific scoping required by pavement engineer*)
- Conversion of completed work (rehab type and rehab date for any work done after survey but before analysis start date) from any format other than a GIS-compatible format (shapefile, geodatabase or list of GISIDs) to an acceptable format for ESA (*specific scoping required by pavement engineer*)
- Conversion of planned work (rehab type and rehab date for any work to be done after analysis start date e.g., CIP, future work etc.), provided in a GIS-compatible format (shapefile, geodatabase, or list of GISIDs) to an acceptable format for ESA (*specific scoping required by pavement engineer*)
- Inclusion of project groupings by any other approach such as groupings by subdivisions, zones, neighborhoods, etc. (*specific scoping required by pavement engineer*)
- Conversion of traffic data for integration of FFWD data into ESA (*specific scoping required by pavement engineer*)
- Client GIS 1-to-1 synchronization with ESA via one of our trusted partners, NewEdge.
- ESA Viewer - Full GIS Map, Allows for Client Updating of Map Scenarios from 5-Year Plan (*Priced as a \$2,000 one-time cost add-on; a lightweight software installation is required that allows for regeneration of maps of your pavement management plan. As part of the core ESA deliverable, a map is generated. ESA Viewer allows for unlimited map refreshing if you make updates to the plan. Allows for viewing in any current web browser.*)



APPENDIX

Appendix A – Typical Project Roadmap

Step 1: GIS Linkage and Survey Map Development

Following the kickoff meeting, IMS' GIS team reviews the agency's roadway network and verifies the roadways to be collected. The agreed-upon roadway network is loaded into ICC Drive™ software, which defines the pavement network segmentation and attribution to be collected and delivered.

Step 2: Project Kickoff

The IMS project manager schedules a kickoff meeting with your agency's project team to review the project scope, schedule, and fee. The IMS project manager ensures that the IMS team and agency stakeholders clearly understand the goals and objectives of the project.

Step 3: Data Collection

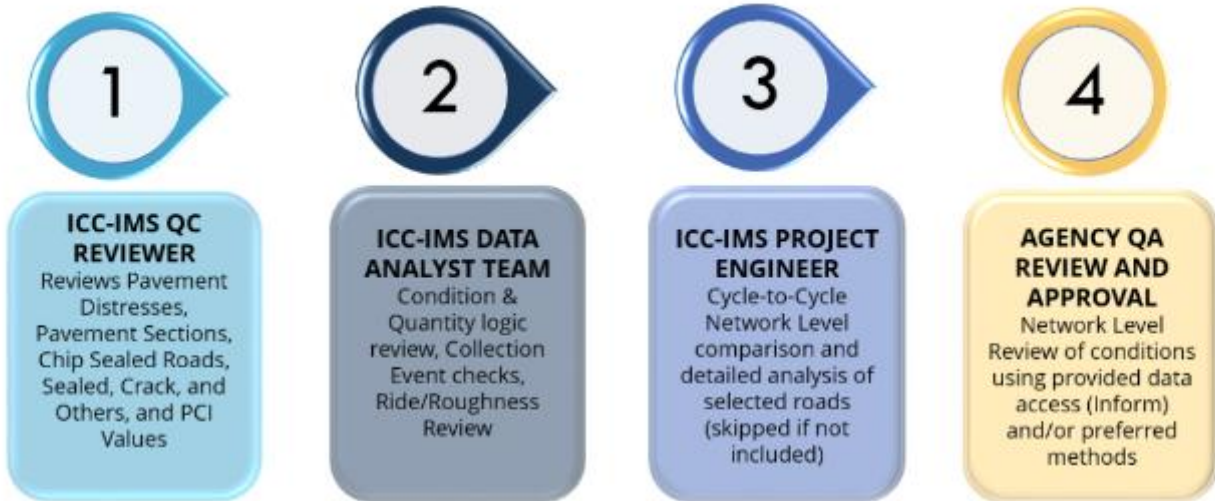
The pavement condition survey is performed with an ICC IrisPRO Pave™ data collection system. Georeferenced, high-resolution 3D imagery of the pavement surface, spherical right-of-way imagery, and longitudinal and transverse profile measurements are collected.

Step 4: Data Processing

The collected data are processed using ICC Connect™ software to quantify the type, severity, and quantity of pavement surface distresses, including cracking and rutting. Pavement roughness values are reported using the International Roughness Index (IRI) method.



Comprehensive Data Quality Management



Step 5: Multi-step QC/QA IMS has developed a unique approach to pavement condition surveys by coupling the power of automated algorithms with manual review of distress data by trained and certified pavement raters. All data is manually reviewed by our QC team, then reviewed by our Data Analysts and Project Engineers, and lastly, submitted to the agency for final review and acceptance. This rigorous QC/QA process provides an added measure of confidence that the pavement condition data is accurate.

Step 6: Data Analysis & Reports

- **Comprehensive Analysis**
Our data analysis is thorough and tailored to provide insights that drive decision-making.
- **Detailed Reporting**
We deliver comprehensive reports that are clear, concise, and customized to your reporting standards.

Step 7: Project Closeout

Project deliverables will be sent to you for final approval and acceptance. Once accepted, we will facilitate a final project close-out meeting with you, where we will present our findings and recommendations. This workshop-style meeting is an opportunity to clarify any final questions and discuss other ways IMS can support your pavement management program in the future.



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Appendix B – Additional Value-Added Services

Right of Way (ROW) Asset Collection (e.g., signs, markings, curb, and gutter, etc.)

Imagery collected during the pavement condition survey can be used to build ROW asset inventories and condition assessments for signs, sign supports, curb and gutter, sidewalks and multi-use trails, pedestrian curb ramps, pavement markings and striping, traffic signals, trees, and many others. Our ability to leverage the high resolution 360-degree imagery already collected makes this a frequently used add on service by our clients.



Web-based GIS Visualization via StoryMaps and Dashboards

Easy-to-use and easy-to-maintain web-based, geocentric StoryMaps and Dashboards can be built to serve not only internal staff but also constituents. These tools provide a dynamic way to present complicated information visually. StoryMaps and Dashboards may be configured for use within the agency for coordinating projects across departments or for presentation to the public to promote transparency and trust.



Inform™ Web Based Viewing Software, Including Thematic Maps

IMS offers a convenient, web-based tool for reviewing pavement condition data and associated imagery. Our cloud-hosted visualization and analysis software Inform™ enables agencies to review collected pavement and asset data. The software is fast, intuitive, and is the simplest way to make valuable photolog images available to every user. **Ninety (90) days of complimentary hosting is included with all IMS projects.** Competitive pricing for data hosting in year two and beyond is available upon request.



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Structural Testing with a Fast-Falling Weight Deflectometer (FastFWD)

IMS offers additional pavement testing techniques to enhance decision-making and project prioritization.

The FastFWD applies a dynamic load to the pavement surface to measure structural capacity and pavement layer stiffness values.

We integrate the structural index (SI) as a component of each roadway's final PCI to help you better predict future performance and fine-tune rehabilitation activities, such as determining when to reconstruct vs. mill and overlay.



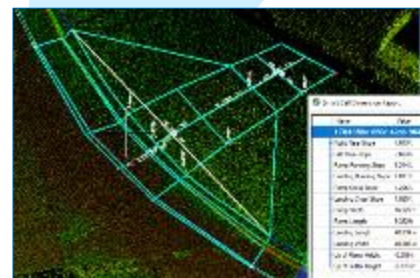
Sidewalk, Trail, and Parking Lot Surveys with a Sidewalk Surface Tester (SST)

We deploy our Sidewalk Surface Testers (SST) for capturing sidewalk inventory and condition data, SSTs may also be deployed to collect data for narrow alleys, parking lots, bike paths, and multi-use trails. SST surveys yield comprehensive sidewalk condition data that may be used in combination with lidar pedestrian curb ramp data to develop detailed ADA non-compliance identification. With the evolving PROWAG requirements, it is critical for agencies to have a plan in place for routinely assessing the condition of and proactively maintaining their pedestrian walkways.



Mobile Lidar for Pedestrian Curb Ramp Assessments

Mobile Lidar is deployed to supplement ROW inventory surveys by creating a 3D point cloud from which measurements can be extracted. Our mobile lidar system (a Riegl VMQ-1HA) collects 1.2 million points per second, resulting in extremely dense point clouds. The integrated Ladybug 5+ camera captures high-resolution spherical imagery at defined intervals. Using the lidar point cloud, IMS can efficiently take detailed measurements of pedestrian curb ramps to identify non-compliance.



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Roadway Friction Testing

Friction testing is a critical element of roadway safety inspections. Adequate friction can help reduce accidents and save lives. In the last five years alone, we have successfully completed over 200 friction testing projects. The friction of the pavement surface is measured in accordance with ASTM E274 and incorporates a ribbed tire in accordance with ASTM E501 for studies of the left wheel path at each site.



In-Person (or Virtual) Council Presentations

IMS is often asked to develop and deliver a council presentation to educate council members and the public on the concepts of pavement management and the results of the surveys, health of the roadway network and recommendations as a value-added service. We work collaboratively with agency staff to develop highly focused presentations that layout the existing state of the agency's roadways and the funding required to meet the agency's goals and objectives.



Customized Written Reports and Specialty Maps

IMS will prepare all project documentation, including a draft and final summary report of the findings and conclusions as part of the project. Additional analyses and specialty maps may be added to the final report to enhance the ability of the agency to communicate existing pavement conditions, forecasted conditions, and M&R needs and priorities.



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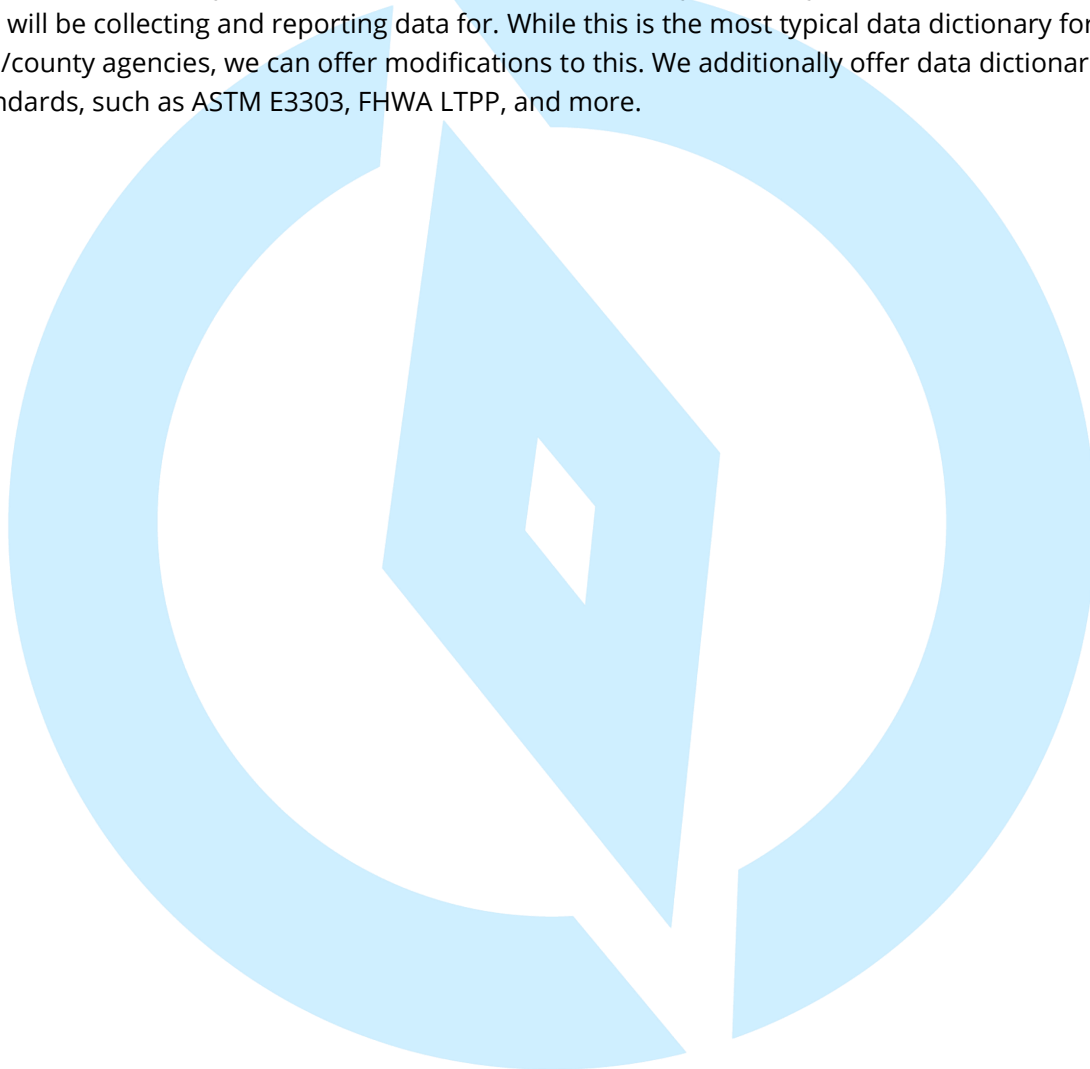


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Appendix C – Enhanced ASTM D6433 Data Dictionary

The following pages outline the standard measurements that will be reported from our collected and processed data for roadways. We refer to this as a data dictionary, to clearly outline to our clients all data points we will be collecting and reporting data for. While this is the most typical data dictionary for municipal/county agencies, we can offer modifications to this. We additionally offer data dictionaries for other standards, such as ASTM E3303, FHWA LTPP, and more.



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	Field Name	Units	Description
A	SegmentID	n/a	Unique Segment ID as per the client provided network GIS
B	Road	n/a	Road name as per the client provided network GIS
C	Road ID	n/a	Integer version of Road, Called Street Number in ESA - New field to be generated by Connect
D	Sequence ID	n/a	Polyline order, called Block Number in ESA (use integers 1, 2, 3, etc) - New field to be generated by Connect
E	Supersegment ID	n/a	Segment grouping by logical treatment area - Imported into Connect from Excel; attached to network definition
F	From Street	n/a	From Street in ESA - Imported into Connect from Excel; attached to network definition
G	To Street	n/a	To Street in ESA - Imported into Connect from Excel; attached to network definition
H	Primary_Direction_Collection	n/a	True where collection matches digitized direction of GIS, False where collected opposite.
I	Direction	n/a	Predominant direction of travel, N/E/S/W based upon average heading value of the segment.
J	FunctionalClass	n/a	Client functional class from GIS (Local, Collector, Arterial, etc)
K	PavementType	n/a	Predominant pavement type observed over reporting interval
L	StartChain	Miles	Start chainage as defined for segment by the shp file
M	EndChain	Miles	End chainage as defined for segment by the shp file
N	Length	Feet	Chainage Length of the Segment in feet
O	Inform Link	URL	URL to launch Inform to beginning of this section
P	Image Path	File Path	This is the internal path to the first image of each segment (e.g. M:/Raw/Images/image1.jpg)
Q	ASP %	%	Percentage of segment that is ASP and not affected by any Event Flags
R	ASP Area	Square Feet	Total accessible pavement area that is ASP and not affected by any Event Flags
S	Other %	%	Percentage of segment that is Other and not affected by any Event Flags
T	JCP %	%	Percentage of segment that is JCP and not affected by any Event Flags



U	JCP Area	Square Feet	Total accessible pavement area that is JCP and not affected by any Event Flags
V	Valid %	%	Percentage of the segment length containing valid data and not affected by any Event Flags
W	EventFlag		Flag indicating presence of either Construction, Bridge, Railroad etc for which the data is invalidated
X	AssessableLength	Feet	Assessable pavement length captured from IrisPRO Pave not affected by any Event Flags
Y	AssessableWidth	Feet	Assessable pavement width captured from IrisPRO Pave not affected by any Event Flags
Z	AssessableArea	Square Feet	Assessable pavement area captured from IrisPRO Pave not affected by any Event Flags
AA	PavementLength	Feet	Actual pavement length from aerial images - Imported into Connect from Excel; attached to network definition
AB	PavementWidth	Feet	Actual pavement width from aerial images - Imported into Connect from Excel; attached to network definition
AC	Speed	mph	Average speed of collection through segment
AD	MinSpeed	mph	Minimum speed of collection through segment
AE	MaxSpeed	mph	Maximum speed of collection through segment
AF	IRI Left	in/mi	Lane left IRI where speed is greater than 12.5mph (Average)
AG	IRI Right	in/mi	Lane right IRI where speed is greater than 12.5mph (Average)
AH	IRI Avg	in/mi	Lane average IRI where speed is greater than 12.5mph
AI	IRI %Invalid	%	Percentage of segment where IRI has been invalidated due to low speed or Event Flags
AJ	Rutting Left	Inches	Left wheelpath rut depth (Average)
AK	Rutting Right	Inches	Right wheelpath rut depth (Average)
AL	Alligator_Low	Square Feet	Total area of low severity Alligator Cracking as defined by ASTM D6433
AM	Alligator_Mod	Square Feet	Total area of moderate severity Alligator Cracking as defined by ASTM D6433
AN	Alligator_High	Square Feet	Total area of high severity Alligator Cracking as defined by ASTM D6433
AO	LongTrans_Low	Feet	Total length of low severity Longitudinal & Transverse Cracking as defined by ASTM D6433
AP	LongTrans_Mod	Feet	Total length of moderate severity Longitudinal & Transverse Cracking as defined by ASTM D6433
AQ	LongTrans_High	Feet	Total length of high severity Longitudinal & Transverse Cracking as defined by ASTM D6433





AR	PatchingUtilityCuts_Low	Square Feet	Total area of low severity Patching & Utility Cuts as defined by ASTM D6433
AS	PatchingUtilityCuts_Mod	Square Feet	Total area of moderate severity Patching & Utility Cuts as defined by ASTM D6433
AT	PatchingUtilityCuts_High	Square Feet	Total area of high severity Patching & Utility Cuts as defined by ASTM D6433
AU	Pothole_Low		Count of low severity Potholes as defined by ASTM D6433
AV	Pothole_Mod		Count of moderate severity Potholes as defined by ASTM D6433
AW	Pothole_High		Count of high severity Potholes as defined by ASTM D6433
AX	Rutting_Low	Square Feet	Total area of low severity Rutting as defined by ASTM D6433
AY	Rutting_Mod	Square Feet	Total area of moderate severity Rutting as defined by ASTM D6433
AZ	Rutting_High	Square Feet	Total area of high severity Rutting as defined by ASTM D6433
BA	CornerBreak_Low		Count of low severity Corner Break as defined by ASTM D6433
BB	CornerBreak_Mod		Count of moderate severity Corner Break as defined by ASTM D6433
BC	CornerBreak_High		Count of high severity Corner Break as defined by ASTM D6433
BD	DividedSlab_Low		Count of low severity Divided Slab as defined by ASTM D6433
BE	DividedSlab_Mod		Count of moderate severity Divided Slab as defined by ASTM D6433
BF	DividedSlab_High		Count of high severity Divided Slab as defined by ASTM D6433
BG	Faulting_Low		Count of low severity Faulting as defined by ASTM D6433
BH	Faulting_Mod		Count of moderate severity Faulting as defined by ASTM D6433
BI	Faulting_High		Count of high severity Faulting as defined by ASTM D6433
BJ	Linear_Low		Count of low severity Linear Cracking as defined by ASTM D6433
BK	Linear_Mod		Count of moderate severity Linear Cracking as defined by ASTM D6433
BL	Linear_High		Count of high severity Linear Cracking as defined by ASTM D6433
BM	Patching(Large)UtilityCuts_Low		Count of low severity Patching (Large) & Utility Cuts as defined by ASTM D6433
BN	Patching(Large)UtilityCuts_Mod		Count of moderate severity Patching (Large) & Utility Cuts as defined by ASTM D6433
BO	Patching(Large)UtilityCuts_High		Count of high severity Patching (Large) & Utility Cuts as defined by ASTM D6433
BP	Patching(Small)_Low		Count of low severity Patching (Small) as defined by ASTM D6433
BQ	Patching(Small)_Mod		Count of moderate severity Patching (Small) as defined by ASTM D6433



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BR	Patching(Small)_High	Count of high severity Patching (Small) as defined by ASTM D6433
BS	CornerSpalling_Low	Count of low severity Corner Spalling as defined by ASTM D6433
BT	CornerSpalling_Mod	Count of moderate severity Corner Spalling as defined by ASTM D6433
BU	CornerSpalling_High	Count of high severity Corner Spalling as defined by ASTM D6433
BV	SlabCount	Count of slabs within the segment, not affected by any Event Flags
BW	Deflection Results	Empty Placeholder field for ESA
BX	SNeff	Empty Placeholder field for ESA
BY	SNreq	Empty Placeholder field for ESA
BZ	Rutting (ACP Only)	Distress Index field for ESA - Will be populated by Python processor
CA	L&T Crk / Linear Crk	Distress Index field for ESA - Will be populated by Python processor
CB	Alligator Crk / Divided Slab	Distress Index field for ESA - Will be populated by Python processor
CC	Map Crk (Block Crk) / Crnr Brk	Distress Index field for ESA - Will be populated by Python processor
CD	Edge Crk / Jnt Spall	Distress Index field for ESA - Will be populated by Python processor
CE	Distortions / Faulting	Distress Index field for ESA - Will be populated by Python processor
CF	Bleeding / Polished Agg	Distress Index field for ESA - Will be populated by Python processor
CG	Raveling / Scaling	Distress Index field for ESA - Will be populated by Python processor
CH	Patches	Distress Index field for ESA - Will be populated by Python processor
CI	Potholes	Distress Index field for ESA - Will be populated by Python processor
CJ	Crossfall	Crossfall, positive when right side is lower than left side
CK	Grade	Grade, positive when pitching uphill
CL	PCI	Pavement Condition Index (PCI)
CM	PSCM	ASTM Pavement Surface Cracking Metric (Crack Length * Crack Width / Interval Area) as defined by ASTM E3303
CN	PSCI	ASTM Pavement Surface Cracking Index as defined by ASTM E3303
CO	PSCPRM	Pavement Surface Cracking, Potholes and Repair Metric is a variation of the PSCM which also includes patches, potholes and sealed cracks





CP	PSCPRI		Pavement Surface Cracking, Potholes and Repair Index is a variation of the PSCI which also includes patches, potholes and sealed cracks
CQ	Roughness Index (RI)		Roughness Index field for ESA
CR	Structural Index (SI)		Empty Placeholder field for ESA (Structural Index, calculated from Deflections)
CS	Overall Condition Index (OCI)		Empty Placeholder field for ESA (Composite Index, calculated from PCI, RI, and SI) 50% PCI + 25% RI +25% SI (with structural) or 67% PCI + 33% RI (without)
CT	Start_Coords (LAT)	Decimal Degrees	Latitude at start of segment in decimal degrees (WGS84)
CU	Start_Coords (LON)	Decimal Degrees	Longitude at start of segment in decimal degrees (WGS84)
CV	End_Coords (LAT)	Decimal Degrees	Latitude at end of segment in decimal degrees (WGS84)
CW	End_Coords (LON)	Decimal Degrees	Longitude at end of segment in decimal degrees (WGS84)
CX	SurveyDate	Date	Date of data collection.



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Appendix D – Terms & Conditions – February 11, 2026

2. DEFINITIONS

- a. In these Terms and Conditions of Sale, "Consultant" means International Cybernetics Company, LP and IMS Infrastructure Management Services and, if related to service work within the country of Canada, International Cybernetics Canada, Inc.; and
- b. "Client" means the person, firm, organization, or corporation by whom the purchase order is given.
- c. "Services" means data collection, processing, analysis, consulting, training, and similar activities performed by Consultant for the Client.

3. THE CONTRACT

- a. All purchase orders must be received in writing and are accepted subject to these Terms and Conditions of Sale. No terms or conditions put forward by Client and no representations, warranties, guarantees or other statements not contained in Consultant's quotation or acknowledgement of order nor otherwise expressly agreed in writing by Consultant shall be binding on Consultant.
- b. The Contract shall become effective only upon the date of acceptance of Client's order. Such acceptance will be by a mutually executed contract (including the one attached hereto), task order, notice to proceed, and all necessary Client-provided deliverables to allow the Consultant to perform on contract, such as road network definition (GIS), analysis parameters, etc., or upon the date of fulfillment of all conditions stipulated in the Contract (the "Effective Date").
- c. No alteration or variation to the Contract shall apply unless agreed in writing by both parties. However, Consultant reserves the right to effect minor modifications and/or improvements to the final deliverables of services before delivery provided that the performance of the Services is not adversely affected.
- d. The Client, having taken full note of the characteristics of the services sold by Consultant, particularly on the basis of the indications provided in documentation, catalogues and, where applicable, during presentations given by Consultant, has satisfied itself as to the suitability of the Services for its own needs. Where it has not contacted Consultant for any additional details prior to the acceptance of the order, the Client acknowledges that it has been adequately informed.

4. VALIDITY OF QUOTATION AND PRICES

- a. Unless previously withdrawn, Consultant's quotation is open for acceptance within the period stated therein or, when no period is so stated, within sixty (60) days after its date.
- b. Prices are firm for delivery within the period stated in Consultant's quotation and are exclusive of (i) Sales Tax and (ii) any similar and other taxes, duties, levies or other like charges arising outside the State of Florida in connection with the performance of the Contract.
- c. The Customer shall have the option to renew this Agreement for up to three (3) additional one-year terms (each, a "Renewal Term"), following the expiration of the initial term. To exercise a Renewal Term, Customer must provide written notice to ICC no less than thirty (30) days prior to the expiration of the then-current term. Each Renewal Term shall be governed by the same terms and conditions set forth in this Agreement, unless otherwise agreed in writing by the parties. If the Customer wishes to add additional scope to this agreement, both parties will acknowledge and accept the additional scope and accompanying adjustments to price on an attached addendum.

5. PAYMENT

- a. Payment shall be made according to the Consultant's standard payment terms, unless defined otherwise in the Contract. Standard payment terms for Services are monthly progress payments based on services rendered during the month at the unit prices defined in the Contract. Invoices for Services will be dated on or before the last day of each month.
- b. Payment shall be made: (i) in full without set-off, counterclaim or withholding of any kind (save where and to the extent that this cannot by law be excluded); and (ii) in the currency of Consultant's order confirmation within thirty days of date of invoice unless otherwise specified by Consultant's finance department.
- c. Without prejudice to Consultant's other rights, Consultant reserves the right to: (i) charge interest on any overdue sums at 1% per month during the period of delay; (ii) suspend performance of the Contract (including withholding shipment) in the event that Client fails or in Consultant's reasonable opinion it appears that Client is likely to fail to make payment when due under the Contract or any other contract; and (iii) at any time require such reasonable security for payment as Consultant may deem reasonable.

6. DELIVERY PERIOD

- a. Unless otherwise stated in Consultant's order confirmation, all periods stated for delivery or completion are measured from the Effective Date and are to be treated as estimates only, not involving any contractual obligations or liability.
- b. Delivery of Services within the estimated timeframe depends upon the Consultant's existing project commitments, fleet schedule, resource availability, access to the roads to be collected, and good weather (dry roads, temperatures above freezing). Any delays due to these variables may affect the delivery/completion period but shall not affect the Contract Price.

- c. Assumes assets to be collected are in the public right-of-way and unobscured from the line-of-sight of the data collection vehicle's cameras (ex: no significant vegetation or overgrowth, damaged, or vehicle obstruction). On two-lane roads, the 360-degree camera will capture assets in the direction of travel, and the 360-degree camera will capture the assets in the opposite direction. Therefore, only one pass will be required on these streets. Streets with more than two lanes may require additional passes depending on the number of lanes or division of lanes by median island.
- d. If Consultant is delayed in or prevented from performing any of its obligations under the Contract due to the acts or omissions of Client or its agents (including but not limited to failure to provide specifications, working drawings, road network definition (GIS), analysis parameters, and/or such other information as Consultant reasonably requires to proceed expeditiously with its obligations under the Contract), the delivery/completion period and the Contract Price shall both be adjusted accordingly.
- e. If delivery of Services is delayed due to any act or omission of Client, having been notified that Consultant is awaiting the completion of Client's obligations, Consultant shall be entitled to place the project on hold and cease further work on the project until such time that the obligations are met. Upon placing the project on hold, the Consultant shall be entitled to invoice Client for all work completed to date including for partially-completed data collection, processing, or analysis and for undelivered data.
- f. To ensure timely project execution and success, both Client and Consultant understand that all questions and information requests related to this project from the Client to the Consultant are to be responded to within three (3) business days and the acceptance and/or feedback of any deliverables provided to Client from Consultant is to occur within ten (10) business days.

7. FORCE MAJEURE

- a. Force Majeure of any kind, unforeseeable production, traffic or shipping disturbances, war, acts of terrorism, fire, floods, unforeseeable shortages of labor, utilities or raw materials and supplies, strikes, lockouts, pandemics, acts of government, restrictions on travel, and any other hindrances beyond the control of the party obliged to perform which diminish, delay or prevent production, shipment, acceptance or use of the Services or provided data, or make it an unreasonable proposition, shall relieve the party from its obligation to supply or take delivery, as the case may be, as long as and to the extent that the hindrance prevails.
- b. If, as a result of the hindrance, planned in-person or on-site visits by Consultant staff for installation, implementation, training, or meetings are prevented or become impractical, Consultant shall be relieved from such contract requirements. Consultant shall also provide any implementation or training services, and attend meetings, virtually or online to the maximum extent possible to satisfy the intent of the contract.

8. WARRANTY

- a. Consultant warrants to Client that it will perform the services in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing under similar conditions in the same locale. Consultant makes no other warranties or guarantees, expressed or implied, relating to the Services, and Consultant disclaims any implied warranties or warranties imposed by law, including warranties of merchantability and fitness for a particular purpose. This Client acknowledges and agrees that this services shall not be relied upon by the client to shield it from liability as it relates to the conditions of its roadways, sidewalks or other right-of-way assets. The purpose of this service is to inform. Any actions taken by the client as a result of this service are at the sole discretion of the client.

9. NON-SOLICITATION

- a. During execution of this contract and for a period of two (2) years following the Delivery Date, the Client will not, directly or indirectly, whether through an owner, partner, shareholder, consultant, agent, employee, co-venturer or otherwise, or through any other "person" (which, for purposes of this subsection, shall mean an individual, a corporation, a partnership, an association, a joint-stock company, a trust, any unincorporated organization, or a government or political subdivision thereof), hire or attempt to hire any active employee or contractor of the Consultant or any affiliate of the Consultant, assist in such hiring by any other person, or encourage any such employee to terminate his relationship with the Consultant or any affiliate of the Consultant.

10. LIMITATION OF LIABILITY

- a. Supplier's maximum aggregate liability for any and all losses, liabilities, expenses (including legal expenses), damages, claims or actions incurred under or in connection with a specific order or a particular blanket order issued, arising in or by virtue of breach of contract, tort (including negligence), misrepresentation, breach of statutory duty, strict liability, infringement of intellectual property rights or otherwise, shall in no circumstances exceed a sum equal to the total price of the purchase or task order in question.

11. STATUTORY AND OTHER REGULATIONS

- a. If Consultant's obligations under the Contract shall be increased or reduced by reason of the making or amendment after the date of Consultant's quotation of any law or any order, regulation or bylaw having the force of law that shall affect the performance of Consultant's obligations under the Contract, the Contract Price and delivery period shall be adjusted accordingly and/or performance of the Contract suspended or terminated, as appropriate.

12. COOPERATIVE STATEMENT

- a. This Agreement shall be for the use of the Town. In addition, political subdivisions (Counties, Cities, Towns, etc.), nonprofit organizations and public health institutions may in its discretion participate (piggyback) on this Agreement if CONSULTANT agrees to do so.



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Largo, FL 33777



+1 727-547-0696



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13. COMPLIANCE WITH LAWS

- a. Client agrees that all applicable import, export control and sanctions laws, regulations, orders and requirements, known or readily ascertainable, as they may be amended from time to time, including without limitation those of the United States, Canada, the European Union and the jurisdictions in which Consultant and Client are established or from which items may be supplied, and the requirements of any licenses, authorizations, general licenses or license exceptions relating thereto will apply to its receipt and use of services or software provided.
- b. Client agrees furthermore that it shall not engage in any activity that would expose the Consultant to a risk of penalties under laws and regulations of any relevant jurisdiction prohibiting improper payments, including but not limited to bribes, to officials of any government or of any agency, instrumentality or political subdivision thereof, to political parties or political party officials or candidates for public office, or to any employee of any customer or supplier. Client agrees to comply with all appropriate legal, ethical and compliance requirements.

14. DEFAULT, INSOLVENCY AND CANCELLATION

- a. Consultant shall be entitled, without prejudice to any other rights it may have, to cancel the Contract forthwith, wholly or partly, by notice in writing to Client, if (i) Client is in default of any of its obligations under the Contract and fails, within 60 (sixty) days of the date of Consultant's notification in writing of the existence of the default, either to rectify such default if it is reasonably capable of being rectified within such period or, if the default is not reasonably capable of being rectified within such period, to take action to remedy the default or (ii) on the occurrence of an Insolvency Event in relation to Client. In the event of cancellation, Client shall be responsible for all payments to the Consultant for any deliveries completed and milestones met up to the date of termination.
- b. Client shall be entitled, without prejudice to any other rights it may have, to cancel the Contract forthwith, wholly or partly, by notice in writing to Consultant, if (i) Consultant is in default of any of its obligations under the Contract and fails, within 30 (thirty) days of the date of Client's notification in writing of the existence of the default, either to rectify such default if it is reasonably capable of being rectified within such period or, if the default is not reasonably capable of being rectified within such period, to take action to remedy the default or (ii) on the occurrence of an Insolvency Event in relation to Consultant. In the event of cancellation, Client shall be responsible for all payments to the Consultant for any deliveries completed and milestones met up to the date of termination.
- c. Insolvency Event" in relation to Client means any of the following: (i) a meeting of creditors of Client being held or an arrangement or composition with or for the benefit of its creditors being proposed by or in relation to Client; (ii) a chargeholder, receiver, administrative receiver or similar person taking possession of or being appointed over or any distress, execution or other process being levied or enforced (and not being discharged within seven days) on the whole or a material part of the assets of Client; (iii) Client ceasing to carry on business or being unable to pay its debts; (iv) Client or its directors or the holder of a qualifying floating charge giving notice of their intention to appoint, or making an application to the court for the appointment of, an administrator; (v) a petition being presented (and not being discharged within 28 days) or a resolution being passed or an order being made for the administration or the winding-up, bankruptcy or dissolution of Client; or (vi) the happening in relation to Client of an event analogous to any of the above in any jurisdiction in which it is incorporated or resident or in which it carries on business or has assets. Consultant shall be entitled to recover from Client or Client's representative all costs and damages incurred by Consultant as a result of such cancellation, including a reasonable allowance for overheads and profit (including but not limited to loss of prospective profits and overheads).

15. DATA RETENTION

- a. This section defines the Consultant's data retention policy for Services projects. The data collected by the IrisPROD Pave takes up over 6 GB per mile (Raw) and 3 GB per mile (Processed). Data storage costs are significant for this volume of data. Therefore, Consultant has implemented a data retention policy to clarify its standard operating procedure.
- b. Definitions
 - i. "Raw data" - Sensor data collected by the collection vehicle that is saved in proprietary formats and cannot be used directly. This includes .drive files, PGR files, and FIS files.
 - ii. "Processed data" - Data that has been transformed into usable formats by the Connect software. This includes CSV, XLSX, SHP, GDB, and JPG files.
 - iii. "Data Acceptance" - Client acceptance of delivered data and confirmation that deliverables meet the project requirements.
- c. Policy
 - i. Consultant will provide a quotation for hosting of any collected data for any duration upon request.
 - ii. Consultant will retain Raw data for 3 months beyond Data Acceptance, unless the client confirms in writing that Consultant should store the data longer and confirms that client will pay for the additional hosting costs. Beyond this time, Consultant may delete the Raw data without further notice. After the Raw data has been deleted, reprocessing of the sensor data will not be possible. For example, crack detection cannot be run with different settings, and new image views cannot be extracted from the Ladybug camera.
 - d. Consultant will retain Processed data for 15 months beyond Data Acceptance, unless the client confirms in writing that Consultant should store the data longer and confirms that client will pay for the additional hosting costs. This timeframe allows Consultant to perform year-to-year analysis and comparisons provided that the same roads are collected annually. Beyond this time, Consultant may delete the Processed data without further notice. After the Processed data has been deleted, year-to-year analysis and comparisons will be limited to data review only.
 - e. The parties acknowledge and agree that all data created, generated, developed, or collected by the IT Service Provider ("Provider Data") in the course of performing the Services shall be and remain the sole property of the

Provider. To the extent any applicable law, contract requirement, or operational necessity prevents the Provider from retaining exclusive ownership, the parties agree that the Provider shall retain joint ownership in such data with the Agency, with each party holding an undivided, perpetual, transferable, and royalty free interest in the data. Nothing in this Agreement shall be construed to limit the Provider's right to use, analyze, aggregate, or derive insights from the Provider Data, provided such use complies with all confidentiality, security, and privacy obligations set forth herein.

16. MISCELLANEOUS

- a. No waiver by either party with respect to any breach or default or of any right or remedy and no course of dealing, shall be deemed to constitute a continuing waiver of any other breach or default or of any other right or remedy, unless such waiver be expressed in writing and signed by the party to be bound.
- b. If any clause, sub-clause or other provision of the Contract is invalid under any statute or rule of law, such provision, to that extent only, shall be deemed to be omitted without affecting the validity of the remainder of the Contract.
- c. Client shall not be entitled to assign its rights or obligations hereunder without the prior written consent of Consultant.
- d. Consultant enters into the Contract as principal. Client agrees to look only to Consultant for due performance of the Contract.
- e. The Contract shall in all respects be construed in accordance with the laws of the local jurisdiction in which the services are provided and the Client is physically based. All disputes arising out of the Contract shall be subject to the exclusive jurisdiction of the courts of the local jurisdiction/state as defined above.
- f. The headings to the Clauses and paragraphs of the Contract are for guidance only and shall not affect the interpretation thereof.
- g. The License granted (when applicable) to Client under this Agreement is personal, limited, non exclusive, and non transferable. Client shall not assign, transfer, sublicense, rent, lease, lend, distribute, or otherwise make the Software or any rights granted herein available to any third party, whether voluntarily, by operation of law, or otherwise, without the prior written consent of Company. Any attempted assignment or transfer in violation of this Section shall be null and void and shall constitute a material breach of this Agreement.
- h. All notices and claims in connection with the Contract must be delivered in writing (e-mail acceptable).
- i. Unless mentioned to the contrary in writing, the Client authorizes Consultant to cite its name in its business references, websites, and social media.



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CITY OF MITCHELL

City Council Meeting
Agenda Item Request



The deadline for agenda items is Wednesday at noon, prior to the City Council Meeting

Meeting Date Requested: **Requested By:**

Desired Action of City Council:

Amount Budgeted in current fiscal year for this item (if applicable):

Agenda Item:

Explanation/Background of Agenda Item Requested:



Scope of Work

City of Mitchell Stormwater Study

The City of Mitchell has experienced multiple significant storm events in the recent past causing flooding in multiple areas in northeast Mitchell. The Study area is approximately 800 acres of developed land spanning from Sanborn Boulevard east to the east edge of Mitchell and spanning from the hospital and high school areas south to Dry Run Creek just south of the railroad tracks. The study area contains multiple stormwater systems that primarily drain from north to south and outlet into Dry Run Creek through 5 different outlet points. The stormwater system has multiple cross connections between stormwater systems which creates a complicated interconnecting stormwater system. The City has multiple low areas completely dependent on the stormwater system to drain the area, and these low areas have a history of flooding due to the existing system not having enough capacity to drain the low areas during large rain events.

The scope of anticipated work will include the development of an ICM 1D drainage model to evaluate the stormwater drainage systems and street surface flows for a minor storm event (5-year or 10-year) and a major storm event (100-year). The model will help identify flood prone areas for both the minor and major flood events and will be used to determine proposed solutions to the flooding areas.

The existing conditions model and proposed conditions model will be used to develop a facility plan used by the City to apply for SRF funding for any stormwater improvement projects. The facility plan will include the necessary environmental evaluation and coordination needed for an SRF loan application.

TASK 100 – Project Management / Data Gathering

- HDR project initiation includes the tasks of setting up contract documents, planning project activities, and communicating task responsibilities with the project team.
- HDR has established an effective QC program to ensure that all work meets the standard of HDR and our clients. The QA/QC representative for this project will be Jeff Christopherson, PE. Jeff will be involved throughout the project and can be contacted at any point if the quality of services becomes a concern and the situation will be corrected. His tasks involve a detailed internal review of the assumptions and approach, existing conditions drainage model, drainage models incorporating improvements, final study report, and project scope requirements.
- In addition to the technical reviews of the project deliverables, Management Reviews will also be conducted periodically to monitor the project schedule and budget to identify any issues early on so they can be corrected before they jeopardize successful completion of the project. Quality is an attitude that will result from a strong partnership between the City and HDR.



- The city will provide available drainage reports, construction plans, surveys and models within the study area or adjacent areas that may affect the analysis (cross basin transfers, etc.).

TASK 200 – Data Gathering

The following data will be obtained and reviewed for the project:

- Existing City of Mitchell Stormwater GIS information.
- Existing available LiDAR. LiDAR from the USGS (2021) will likely be used unless more recent LiDAR is available at the time of the modeling.
- Existing construction plan sets available for the existing stormwater system in the study area.
- Existing stormwater studies in the study area if available.

Deliverables:

- Compiled LiDAR data set.
- Figure identifying any data gaps for the stormwater model.

Assumptions:

- The City's stormwater system GIS data set has accurate pipe sizes and invert information for building a stormwater model of the system. The information will be imported directly into the hydraulic model.
- Any data gaps including pipe sizes and pipe inverts will be gathered by the City's survey team.
- LiDAR information will be used to develop roadway links in the model.

TASK 300 – Hydrologic and Hydraulic Model and Reporting

An existing conditions 1D ICM model will be constructed from City GIS and LiDAR data. Link pipe sizes and invert elevations, imported from GIS, will be utilized in the model for the stormwater system. The model will span the previously described study area.

- The minor (5-year or 10-year) and the major (100-year) storm events will be evaluated.
- Approximately 150 basins will be developed based on the stormwater network in the study area.
- The model will have approximately 230 nodes and pipes in the study area with information for the pipes and nodes coming from the City GIS stormwater information.
- Overland links in the model will be developed based on typical street cross sections and LiDAR information for elevations.
- Anecdotal existing flooding information will be used for validating the model as available.
- Deficiencies will be identified based on depth of ponding within the roadway.

Conceptual proposed improvements to address deficiencies will be identified and evaluated with a proposed condition model for the study. Six (6) problem areas are assumed to be evaluated for



proposed solutions based on past flooding events in the City. Any additional improvements would be considered out of scope for the project.

A facility plan report will be developed documenting the study and required information needed for an SFR loan application. The facility plan report will include:

- Project Executive Summary
- Project Development – Documentation of existing condition model results and flood impacts.
- Alternative Development – Documentation of proposed solutions including the no action alternative. Cost estimates will be developed for each solution brought forward. A narrative justifying the selected alternative will be provided along with discussion of further needs for project development.
- Cost Effectiveness Analysis – Documentation of the cost and effectiveness of the processes used for the proposed project.
- Environmental Considerations – HDR will prepare and submit agency coordination packages, including a narrative description and project maps (per the details below), to the following agencies, which must be given the opportunity to comment on the proposed project.
 - **U.S. Fish & Wildlife Service (USFWS)**
 - Prepare and submit project information using the IPaC tool.
 - Review IPaC species and habitat requirements and include effect determinations within the environmental review portion of the facility plan (e.g., No Effect / Not Likely to Adversely Affect / Adverse Effect). Projects selected as federal equivalency projects will be submitted by DANR to USFWS for further review and concurrence. DANR will use the effect determinations provided in the facility plan to aid in coordination with USFWS.
 - **South Dakota Game, Fish & Parks (SDGFP)**
 - Generate project review using the SDGFP Environmental Review Tool.
 - **USDA Natural Resources Conservation Service (NRCS)**
 - Solicitation for comments will be sent via letter to the State Soil Scientist.
 - **U.S. Army Corps of Engineers (USACE)**
 - Solicitations for comments will be sent to pdletter-planning@usace.army.mil
 - Track 30-day response period and provide documentation of any comments or lack of response.
 - **State Historic Preservation Office (SHPO)**
 - Conduct CRGrid database search
 - Request cultural records from SARC
 - Coordinate archaeological survey if project areas involve undisturbed land.



- Prepare Cultural Resources Effects Assessment Summary Form.
- Submit materials to DANR for effect determination and SHPO review.

HDR will also develop a narrative discussion that addresses direct, indirect, and cumulative environmental impacts, consistent with Facilities Plan requirements. The narrative would compare the proposed alternative(s) and the No-Action alternative. The narrative would emphasize wetlands, historic properties, endangered species habitat, and floodplain development within the area of impact, and mitigation efforts to address any identified impacts.

The narrative would include environmental commitments and/or mitigation measures to verify environmental compliance before, during, and after construction. These may include avoidance or minimization measures for sensitive habitats or cultural resources, stormwater/erosion control measures, and verifying the need for, and/or obtaining, a Section 404 permit for wetland impacts.

Deliverables:

- Existing Conditions H&H Model
- Proposed Conditions H&H Model
- Facility Plan Report
 - Documentation of Project Executive Summary
 - Documentation of Project Development – Existing Conditions
 - Documentation of Alternative Development – Proposed Conditions
 - Documentation of Cost Effectiveness Analysis
 - Documentation of Environmental Considerations

Assumptions:

- Basin development will be based on LiDAR and the stormwater network for the study area.
- Drainage system on Sanborn Boulevard is not included in the study limits.
- Inlet capacity will not be evaluated with the study.
- Only the trunk stormwater system will be evaluated. All stormwater pipes 24 inches in diameter or greater will be evaluated with a select few smaller pipes that may convey large or key drainage basins.
- Deficiencies in the existing system will be identified based on depth of ponding on the surface and potential private impacts.
- Six (6) problem areas are assumed to be evaluated for proposed solutions based on past flooding events in the City. Any additional improvements would be considered out of scope for the project.
- The Facility Plan Report will not include a public meeting with this scope, but a future public meeting discussing any project will be required for any SRF loan application.
- The Facility Plan Report will not evaluate the financing, but the City will need to determine and document the financing plan at the time of a SRF loan application and public meeting.



Estimated Fee

The fee for services as outlined above is estimated at a not to exceed amount of \$129,953 as shown in Attachment 1, Drainage Evaluation Manhour and Fee Estimate.

Project Schedule:

The following is the proposed project schedule based on our understanding to meet the project goals. HDR has reviewed and confirmed the availability of the staff members included on the proposed project team and is fully confident that we have the right people and resources dedicated to meet the project needs. With that said, HDR is always flexible as to adjustments to this proposed schedule and open to discussion with the City of Mitchell concerning the dates listed. The schedule highlights the major project deliverables for completion of the Study by the end of 2026.

Notice to Proceed	March 2026
Field Survey and Data Gathering	April 2026
Existing Condition Modeling and Analysis	July 2026
Proposed Condition Modeling and Analysis	October 2026
Final Drainage Report	December 2026

CITY OF MITCHELL

City Council Meeting
Agenda Item Request



The deadline for agenda items is Wednesday at noon, prior to the City Council Meeting

Meeting Date Requested: **Requested By:**

Desired Action of City Council:

Amount Budgeted in current fiscal year for this item (if applicable):

Agenda Item:

Explanation/Background of Agenda Item Requested:

March 3, 2026

Joe Schroeder, P.E.
City of Mitchell
612 North Main Street
Mitchell SD 57301

RE: Agreement for Construction Staking and Testing Services
Water Department Building
Mitchell, South Dakota

Dear Mr. Schroeder:

The firm of Schmucker, Paul, Nohr and Associates is offering the following Proposal/Letter of Agreement for professional services to be rendered in connection with the construction staking and testing services for the Water Department Building, hereinafter referred to as the Project.

If accepted, this document will serve as a Letter of Agreement for engineering services between the City of Mitchell, hereinafter referred to as Client, and Schmucker, Paul, Nohr and Associates, hereinafter referred to as SPN, for the services as described in the following Scope of Work.

CONSTRUCTION PHASE SERVICES

1. SPN will provide staking services for establishing the project control for electronic grading. SPN will provide benchmark elevations with cut/fill stakes to the proposed finished floor elevation.
2. SPN will provide staking services for the proposed building. Stakes will be set for building gridlines and/or building corners. The setting of the stakes for this purpose shall be accomplished during not more than one trip to the project site.
3. SPN will provide staking services for the proposed water service, sanitary sewer septic system and storm sewer. Stakes will be furnished on an offset agreed upon by the Engineer and Client at all changes in pipeline grade or alignment, all structures and at intervals of not less than 50 feet.
4. SPN will provide staking services to verify finished sub-grade elevations (blue-top stakes) for the parking lot and drive lanes. Stakes will be set at each change in grade and anticipated critical points. The services to be performed under this work task shall be performed when the sub-grade has been excavated and shaped to within +/-0.20 feet of the planned elevations, lines and grades.

5. SPN will provide staking services for the construction of the concrete surfacing. Stakes will be set at each change in direction and at intervals of not less than twenty-five (25) feet.
6. SPN will provide staking services to verify finished gravel surface and gravel base course elevations (blue-top stakes) for the parking lot and drive lanes. Stakes will be set at each change in grade and anticipated critical points. The services to be performed under this work task shall be performed when the gravel surfacing and base course have been placed and shaped to within +/-0.10 feet of the proposed elevations, lines and grades.
7. SPN will provide staking services for the construction of the chain link fence. Stakes will be set at each change in direction and at intervals of not less than twenty-five (25) feet.

The completion of any re-staking of previously staked items as listed above will be invoiced separately and identified as RE-STAKING. The project superintendent will be notified prior to the completion of any re-staking.

CONCRETE MATERIAL TESTING

1. SPN will provide personnel and equipment to perform the on-site and laboratory concrete material testing for the Project. The personnel assigned to the Project by SPN to perform the testing as defined in the following paragraphs will be certified in accordance with current American Concrete Institute (ACI) criteria to provide these services.
2. SPN will perform, during the placement of concrete at the Project site, air content tests in accordance with the ACI criteria at a frequency of one test per 50 cubic yards or at a minimum of once per day when at least five cubic yards are placed.
3. SPN will perform, during the placement of concrete at the Project site, concrete slump tests in accordance with the ACI criteria at a frequency of one test per 50 cubic yards or at a minimum of once per day when at least five cubic yards are placed.
4. SPN will perform, during the placement of concrete at the Project site, concrete temperature tests in accordance with the ACI criteria at a frequency of one test per 50 cubic yards or at a minimum of once per day when at least five cubic yards are placed.
5. SPN will prepare, during the placement of concrete at the Project site, concrete cylinders in accordance with the ACI criteria at a frequency of four 4 cylinders per 50 cubic yards or at a minimum of once per day when at least five cubic yards are placed.
6. Cylinders prepared by SPN will stored in the Contractors job site trailer for a period of not less than one day or more than five days. The Contractor shall be responsible for maintaining the storage area at a temperature of 60° to 80° Fahrenheit.
7. After on-site storage for a period of not less than one day or more than five days, SPN will transport the cylinders to the laboratory where the cylinders will be placed in a water bath for curing at a temperature of between 60° and 80° Fahrenheit until the cylinders are to be tested for compressive strength at the appropriate time.

8. For each set of cylinders prepared, SPN will perform the compressive strength tests on one cylinder at an age of seven days and on two cylinders at an age of 28 days. The fourth cylinder will be kept as a spare or extra break if deemed necessary.
9. SPN will prepare and provide to the Client one copy of a report showing the showing the results of the compressive strength test performed on each cylinder.

SOIL COMPACTION TESTING

1. SPN will conduct soil compaction testing with the use of a nuclear testing gauge apparatus.
2. SPN will conduct soils compaction testing for the water, sanitary and storm sewer trenches and intervals of every 75 to 100 feet and two-foot thickness of backfill placed.
3. SPN will conduct soils compaction testing for the grading fill material placed at intervals of every 2,000 square feet and for every two-foot thickness of fill placed.
4. SPN will conduct gravel base/surface course compaction testing for every 2,000 square feet.
5. SPN will prepare and provide to the Client one daily report showing the showing the results of the compaction testing performed.
6. Soil proctor determination shall be completed either:
 - a. by a 1-Point determination completed by SPN, or
 - b. by a 4-Point determination completed by a third party geotechnical engineer

Specifically excluded from the Scope of Work to be provided by SPN on this project is construction observation. SPN will provide this service as an Additional Service if requested to do so in writing by an authorized representative of the City of Mitchell.

Legal and administrative services are also excluded from the services of SPN under this Scope of Work.

SPN intends to render the services under this Agreement in accordance with generally accepted professional practices for the intended use of the Project and makes no warranty either expressed or implied.

Compensation: It is proposed that compensation for those services as described in the Scope of Work for Construction Phase Services above shall be on the basis of the hourly rates and reimbursable costs as per our standard Schedule of Hourly Rates and Charges in effect at the time the services are provided. For budgetary purposes, the total cost for these services as described is estimated to be \$33,000 plus applicable state and local taxes. It is recognized by all parties to this Agreement that the actual charges may vary from the amount estimated above. In the event the actual charges are below the estimated amount, the Client shall not be required to pay more than the final actual amount as invoiced by SPN. However, the Client recognizes the difficulty of estimating the required man-hours for a project of this scope, and hereby agrees that in the event the actual costs are above the amount estimated, through no fault of SPN, to pay the actual charges as invoiced by SPN. The Schedule of Hourly Rates and Charges will be adjusted annually to reflect equitable changes in the compensation payable to SPN.

The Client agrees to compensate SPN for Additional Services which are defined as those not specifically described in the Scope of Work as set forth above and performed as directed by the Client in connection with the project. The Client hereby agrees to compensate SPN for the actual costs incurred on the basis of the hourly rates and charges in effect at the time the services are performed.

Reimbursable costs shall be invoiced as follows:

- a) Vehicle miles charged at the rate of \$0.70 per vehicle mile if a company owned vehicle, or actual cost of rental vehicles; and
- b) Meals and lodging at costs incurred by SPN.

Costs of independent consulting and testing services beyond those described above are not included in the above estimates and will, if deemed necessary and authorized by the Client, be invoiced at actual cost incurred plus an assumed risk fee of 10% of the incurred cost.

Client's Responsibilities: Joe Schroeder shall be designated as the person authorized to act as the Client's representative. Any other individual who is designated to act as the Client's representative shall be identified in writing prior to acceptance of any directives issued in connection with the Project. The Client's representative shall receive and examine documents submitted by SPN, interpret and define the Client's policies and render decisions and authorizations in writing promptly to prevent unreasonable delay in the progress of SPN's services.

The Client shall provide a written notice of not less than five working days in advance of needing the stakes set.

The Client shall compensate SPN for services rendered under this Agreement.

Site Access: The Client shall obtain all ownership of property or easements, rights-of-way and permits as may be necessary and/or shall guarantee full and free access for SPN to enter upon all public and private property required for the performance of SPN's services under this Agreement. SPN will take precautions to minimize damage due to these activities. The Client shall be responsible for any damage that may be caused and costs of restoration.

Dispute Resolution: Should litigation or arbitration occur between the two parties relating to the provisions of this Agreement, all litigation or arbitration expenses, collection expenses, witness fees and court costs incurred by the prevailing party shall be paid by the non-prevailing party to the prevailing party.

Billings & Payments: Invoices for the services of SPN shall be submitted, at SPN's option, either upon completion of such services or on a monthly basis. Invoices shall be due and owing within thirty (30) days of the invoice date. Past due amounts owed shall include a monthly service charge of 1.5% on the then unpaid balance. In the event any portion or all of an account remains unpaid ninety (90) days after billing, the Client shall pay all costs of collection, including reasonable attorney's fees.

Invoices and billings submitted by SPN shall not be subject to the retainage or withholding provisions in any contract the Client may have with other parties.

Indemnification: To the fullest extent permitted by law, the Client shall indemnify and hold harmless SPN, SPN's officers, directors, partners and employees and SPN's Consultants from and against any and all costs, losses and damages (including but not limited to all fees and charges of engineers, architects, attorneys and other professionals, and all court or arbitration or other dispute resolution costs) caused solely by the negligent acts or omissions of the Client or the Client's officers, directors, partners, employees and the Client's Consultants in the performance and furnishing of SPN's services under this Agreement.

SPN is not nor shall it be considered to be a party to or subject to the conditions of any other agreement the Client may have with any other party in connection with this Project.

Certifications: SPN shall not be required to execute any document that would result in its certifying, guaranteeing or warranting the existence of conditions whose existence that SPN cannot ascertain.

Limitation of Liability: The Client and SPN have evaluated their risks, rewards and benefits of the Project and SPN's fees for services to be performed. The risks have been allocated such that the Client agrees that, to the fullest extent permitted by law, SPN's total liability to the Client and to any other individual or entity claiming by, through or under the Client any cost, loss or damages caused wholly or in part due to SPN's professional negligent acts, errors, or omissions, such that the total aggregate liability of SPN to those named shall not exceed Fifty Thousand Dollars (\$50,000) or SPN's total fee for services rendered on this Project, whichever is greater.

General Conditions: Neither party shall hold the other responsible for damages or delays in performance caused by acts of God, strikes, lockouts, accidents, or other events beyond the control of the other or the other's employees and agents.

In the event any provisions of this Agreement shall be held to be invalid and unenforceable, the remaining provisions shall be valid and binding upon the parties. One or more waivers by either party of any provision, term, condition or covenant shall not be construed by the other party as a waiver of a subsequent breach of the same by the other party.

Termination of Services: If the Client fails to make payments due SPN within the thirty (30) day period set forth above, SPN may, after giving seven days' written notice to the Client, and without waiving any claim or right against the Client and without liability whatsoever to the Client, suspend or terminate services under this Letter of Agreement.

This Letter of Agreement may be terminated for any reason by either party by seven days' written notice. If this Agreement is terminated, SPN shall be paid for services performed to the termination notice date including Reimbursable Expenses.

Ownership of Documents: All studies, reports, and other work products of SPN for this Project are instruments of service for the Project only and shall remain the property of SPN whether the Project is completed or not. The Client may make and retain copies for information and reference in connection with the use and occupancy of the Project by the Client and others. However, such documents are not intended or represented to be suitable for reuse by the Client or others on extensions of the Project or on any other project. Any such use without written verification or adaptation by SPN for the specific purpose intended will be at the Client's sole risk and without liability or legal exposure to SPN and the Client shall indemnify and hold harmless SPN and their consultants and each of their officers, agents, and employees from any and all liability claims, losses, damage and expenses, including attorney's fees, arising out of or resulting therefrom.

Acceptance/Notice to Proceed: By signing this Letter of Agreement the Client accepts the terms and conditions as set forth herein and hereby authorizes SPN to proceed with the performance of the services as set forth herein effective the date of this letter.

CITY OF MITCHELL
MITCHELL, SOUTH DAKOTA

SPN AND ASSOCIATES INC
MITCHELL, SOUTH DAKOTA

By: _____

By:  _____

Title: _____

Title: Associate _____

ATTEST:

By: _____

Title: _____

CITY OF MITCHELL

City Council Meeting
Agenda Item Request



The deadline for agenda items is Wednesday at noon, prior to the City Council Meeting

Meeting Date Requested: **Requested By:**

Desired Action of City Council:

Amount Budgeted in current fiscal year for this item (if applicable):

Agenda Item:

Explanation/Background of Agenda Item Requested:



**GEOTEK ENGINEERING
& TESTING SERVICES, INC.**

909 East 50th Street North
Sioux Falls, South Dakota 57104
605-335-5512 Fax 605-335-0773
www.geotekeng.com

February 17, 2026

City of Mitchell
312 N. Main Street
Mitchell, SD 57301

Attn: Joe Schroeder

Subj: Cost Proposal
Construction Materials Testing Service
Mitchell Water Department
SD Highway 37
Mitchell, South Dakota

GeoTek Engineering & Testing Services, Inc. (“GeoTek”) is pleased to present this cost proposal to provide special inspection and materials testing services for the referenced project. We understand that it is the responsibility of the owner to engage a qualified testing and inspecting agency to perform field tests & inspections and prepare reports. We understand that our services will be required for earthwork, concrete and structural steel (PEMB or Precast).

Based on the project’s structural plans, our geotechnical report (GeoTek Project 25-2196, Dated December 31, 2025), the International Building Code: Chapter 17, and our experience on past “similar” projects of this kind, we have estimated the number of site visits, hours, as well as, the number of the various tests required during construction. The tests will be performed on a “will call” basis and will be coordinated in the field with your representative.

The project will require a specialized team of our staff including a Staff Engineer and/or Senior Engineering Technician for earthwork observations & testing, an ACI Certified Technician (Field I) for rebar observations & concrete testing and a Certified Weld Inspector (CWI) for structural steel (PEMB or Precast) weld and/or bolt observations. Reports will be reviewed and signed by a registered professional engineer and/or project manager.

We estimate the project will include (2 to 3) trip for earthwork observations, (4 to 5) trips for earthwork testing, (24 to 28) trips for the rebar observations, concrete testing & sample pick up the following day, (3 to 4) trips for structural steel/precast weld observations, (23 to 27) density tests, (2 to 3) proctor tests and (14 to 16) sets of four concrete compression tests (the “Work”).

Our trips will be pro-rated if we are in the area on another project and/or the trip coincides with other testing on the project (i.e., density testing the same time as concrete testing). All testing will be performed in accordance with ACI, AWS and ASTM standards.

The fees for our services will be charged on a unit cost basis. For the anticipated work scope, we estimate the cost of our services to range from \$17,950.00 to \$21,800.00, plus applicable sales tax. We will not exceed the estimated total without prior authorization. Monthly invoices will be based on the actual hours and tests performed, along with a percentage of the lump sum fee for project management and reporting. Our estimated total does not include services required by change order, outside of the project plans & specifications, for standby time or failing tests.

Since our services are not required on a full-time basis, it is the responsibility of the general contractor (unless delegated to the subcontractor) to provide ample notification for our on-call services. Our “General Conditions” sheet is attached and are considered part of our proposal. The undersign agrees to be responsible for payment for the work performed by GeoTek.

GeoTek Engineering and Testing Services, Inc. appreciates the opportunity of being considered for this project. If you have any questions or require additional information, please contact our office.

GeoTek Engineering & Testing Services, Inc.

Shane M. Lindner

Shane M. Lindner
Materials Unit Manager

ACCEPTANCE:

Client: _____
Signature: _____
Printed Name: _____
Title: _____
Date: _____

The above signed Client constitutes “Client” as referenced in the General Conditions

GENERAL CONDITIONS (for Construction Materials Testing)

SECTION 1: AGREEMENT

1.1 These General Conditions and the accompanying written proposal, along with any referenced attachments, shall constitute the "Agreement" between Client and GeoTek, as defined within the Cost Proposal to which these General Conditions are incorporated. This Agreement supersedes prior agreements and may only be modified in writing. The Cost Proposal assumes acceptance of these General Conditions. GeoTek reserves the right to modify the Cost Proposal if Client requests modifications to these General Conditions.

1.2 Client shall provide written acceptance of the Agreement. Written or electronic notification to proceed also constitutes acceptance of the Agreement and all terms herein.

SECTION 2: CLIENT RESPONSIBILITIES

2.1 Client will make available to GeoTek all known information regarding existing and proposed conditions, requirements, and all other information that may affect the cost, progress, safety, and performance of the Work. If new information becomes available during GeoTek's performance of the Work, Client will provide such information in a timely manner.

2.2 Client will at all times, provide for safe and legal right-of-entry of GeoTek's personnel and equipment necessary to complete the Work. If Client is not the owner of the site, Client warrants that it has obtained all necessary or appropriate easements, licenses, permits, authorizations, and permission for GeoTek to carry out Work on the job site. For purposes of the Cost Proposal and this Agreement, the site is anywhere the proposed Work is performed for Client.

2.3 Client will determine, inform GeoTek of, and be responsible for the accuracy of the property lines and markers.

2.4 Client is responsible for obtaining permits and approvals required by law. GeoTek will, however, assist the Client in obtaining such required permits and approvals.

2.5 Client agrees to render reasonable assistance requested by GeoTek to enable performance of tests and/or observations without delay or interference, and, upon request of GeoTek, to provide suitable work space.

2.6 Client shall inform GeoTek of any known or suspected hazardous materials or unsafe conditions at the work site.

2.7 Client shall make all disclosures required by law. If Client does not own the site, then the Client acknowledges that it has the duty to inform the property owner of hazardous materials or other contaminants discovered during performance of the Work.

SECTION 3: GEOTEK RESPONSIBILITIES

3.1 GeoTek will perform services consistent with the level of care and skill normally performed by other firms in the same profession at the time of our service, geographic area, and under similar budgetary constraints. No other warranty, expressed or implied, is made.

3.2 GeoTek shall only be responsible for the safety of GeoTek employees at the Site. GeoTek employees are authorized by Client to refuse to work under conditions that may be unsafe, in the sole discretion of GeoTek.

3.3 GeoTek is not responsible for the interpretations or modifications of GeoTek's recommendations by other parties.

SECTION 4: UNDERGROUND UTILITIES AND STRUCTURES

4.1 If GeoTek's services include subsurface exploration, GeoTek will contact public utility companies using the state's One-Call system to have public utilities located and marked prior to performing the Work. Locating and marking of private underground utilities or structures prior to the Work is the responsibility of the Client unless GeoTek has accepted that responsibility in writing.

4.2 In performing its Work, GeoTek will take reasonable precautions to avoid damage or injury to utilities or other structures identified and marked by such utility companies, the Client or others. Client agrees to save, defend, indemnify, and hold harmless GeoTek, its employees and agents, from and against all amounts, damages, injuries, claims, actions, costs and liabilities relative to any unmarked, mismarked, or unknown utility or structure.

SECTION 5: SAMPLES

5.1 In the normal course of GeoTek's work, sampling is often necessary. GeoTek will take reasonable precautions to minimize damages to the site, however Client understands that collection of these samples may result in some damage to real property, the restoration of which is not part of the Agreement nor is it GeoTek's responsibility.

5.2 GeoTek will reference the location of borings or collected samples or field observations to reference points that are available at the time our services are performed. These locations are typically based on estimates made by GeoTek personnel or are provided by one or more third parties. Client understands that the locations described in our reports or shown on sketches, images or maps are not surveyed and are approximate only, unless surveyed by others. GeoTek does not provide surveying services.

5.3 Client understands that there are limitations in sampling subsurface conditions. The subsurface conditions between sampling locations and between samples may differ from those described in our report. Client assumes the risk with such variation in subsurface conditions.

5.4 GeoTek will retain nonhazardous samples for a maximum period of thirty (30) days after the date of any written report. Upon written request from Client, samples can be shipped or stored at the Client's expense.

SECTION 6: ON CALL SERVICES

6.1 If our services are on an on-call basis, then the Client or its authorized representative is responsible to provide GeoTek a 24-hour notice. GeoTek will not be liable for claims or delays related to Client's failure to provide adequate notice.

SECTION 7: REPORTS AND RECORDS

7.1 Reports and other documents prepared by GeoTek are considered instruments of services that will remain the property of GeoTek. GeoTek reserves the right to provide our reports in electronic format. GeoTek will retain these records for a period of three years, during which time the documents will be available to the Client during normal business hours.

7.2 Reports and other work furnished to Client or its agents, which are not paid in full, will be returned upon demand to GeoTek and will not be used for any purpose.

7.3 Client may use GeoTek's reports in their entirety but shall not disclose to others any portions of a report constituting less than the entire report.

7.4 Documents provided by Client or others may be discarded at GeoTek's discretion.

SECTION 8: INDEMNITY AND LIMITATION OF LIABILITY

8.1 GeoTek will indemnify, defend, and hold harmless Client against any claim, loss, judgment, liability or expense for damage to any property or for the death or injury to any person caused by or arising from the negligent acts or omissions or willful misconduct of GeoTek, its agents and employees pursuant to the performance of this Agreement.

8.2 The Client will indemnify, defend, and hold harmless GeoTek against any claim, loss, judgment, liability or expense for damage to any property or for the death or injury to any person caused by or arising from the negligent acts or omissions or willful misconduct of the Client, its agents and employees pursuant to the performance of this Agreement.

8.3 Client agrees that GeoTek's aggregate liability for all claims will not exceed the fee paid for our services or \$50,000, whichever is greater. This limitation of liability does not pertain to claims arising out of the willful misconduct of GeoTek.

8.4 Notwithstanding any other provision of this Agreement, in no event shall Client or GeoTek be liable for punitive, special, incidental, consequential, business output or lost profit damages of any kind or nature, regardless of the form of the action to which such damages are sought.

SECTION 9: INSURANCE

9.1 GeoTek will carry Workers Compensation insurance as required by law. Additionally, GeoTek will carry public liability and property damage insurance with a minimum limit of liability of \$1,000,000 per occurrence and \$2,000,000 aggregate. GeoTek will furnish Certificates of Insurance to the Client upon request. Any claim as an Additional Insured shall be limited to losses caused by our negligence.

SECTION 10: PAYMENT

10.1 GeoTek may submit invoices on a monthly basis and a final invoice upon completion of services. Payment is due upon receipt of the invoice and is past due thirty (30) days after the invoice date. Past due invoices are subject to interest charges of up to 1.5% per month.

10.2 Client is responsible for informing GeoTek of any disagreements or corrections within fifteen (15) days of the invoice date. Unless so informed, the invoices are deemed correct.

10.3 The amount of any local, state or federal sales tax or other taxes that may be imposed is not included in the rates for the services provided. The applicable taxes will be added to the actual billings for services. Client agrees to pay all sales and other required taxes.

10.4 Client's obligation to pay for GeoTek's performance of the Work is not contingent on Client's ability to obtain financing, regulatory permits, or receipt of payment from a third party.

10.5 Client will pay all reasonable litigation expenses or collection expenses incurred, including attorneys' fees that GeoTek incurs in collecting any delinquent amount the Client owes under this Agreement.

SECTION 11: MISCELLANEOUS

11.1 The Work performed by GeoTek will not relieve other parties of their responsibilities to perform work in accordance with the contract documents or specifications.

11.2 This Agreement may be terminated by either party for justifiable reasons after seven (7) days written notice. The Client agrees to pay GeoTek for all Work performed, including reporting costs to complete the file.

11.3 Neither party may assign duties or interest in this Agreement without the written consent of the other party. Amendments to this Agreement may be amended only by written amendments signed by both the Client and GeoTek.

11.4 If GeoTek is delayed in performance of the Work due to any cause beyond its reasonable control, such as strike, fire, act of God, government action, acts of a third party, or the Client, a reasonable time extension for performance of the Work shall be granted and GeoTek shall receive an equitable fee adjustment.

11.5 This Agreement shall be construed in accordance with laws of the State in which the project is located and any dispute associated with this Agreement and/or the Work, shall be venued only where the site of the Work is located.

11.6 If a provision of this Agreement is held to violate a law or regulation, that provision shall be deemed void, but all remaining provisions shall continue in force. The Client and GeoTek will, in good faith, attempt to replace the invalid or unenforceable provision with one that is valid and enforceable, and which comes as close as possible to expressing the original intent of the provision.

CITY OF MITCHELL

City Council Meeting
Agenda Item Request



The deadline for agenda items is Wednesday at noon, prior to the City Council Meeting

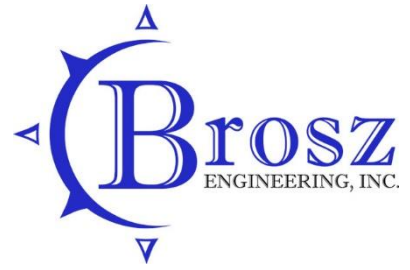
Meeting Date Requested: **Requested By:**

Desired Action of City Council:

Amount Budgeted in current fiscal year for this item (if applicable):

Agenda Item:

Explanation/Background of Agenda Item Requested:



**WORK ORDER
FOR PROFESSIONAL SERVICES**

TO:	City of Mitchell	BROSZ PROPOSAL #:	N/A
CONTACT:	Joe Schroeder	BROSZ PROJECT #:	TBD
ADDRESS:	612 North Main Street Mitchell, SD 57301	JOB TITLE:	5 th Ave Reconstruction
OFFICE:	(605) 995-8435	JOB DESCRIPTION:	Construction Engineering Water, Wastewater, Storm Sewer, and Surfacing
CELL:	(605) 770-8714	JOB LOCATION:	Mitchell, SD 5 th Ave.
EMAIL:	Joe.schroeder@cityofmitchellsd.gov		

BROSZ ENGINEERING WILL PROVIDE ENGINEERING SERVICES TO THE CLIENT AS SET FORTH BELOW:

Scope of Services

Scope of service is detailed in Exhibits A attached to this proposal.

Compensation

Construction Engineering services will be provided at an **hourly not to exceed fee of \$334,680.00.**

Time of Performance

The completion date for the Construction Engineering Services shall be on or before **December 31, 2026.** The overall completion date for Construction shall be **November 1, 2026.**

This work order/proposal incorporates and includes the attached General Conditions.

ACCEPTANCE & AUTHORITY:

ACCEPTED:	City of Mitchell	ACCEPTED:	Brosz Engineering, Inc.
SIGNATURE:		SIGNATURE:	
PRINTED:	Jordan Hanson	PRINTED:	Eric Prunty, PE
TITLE:	Mayor	TITLE:	Project Manager
DATE:		DATE:	3/16/2026

Please sign, retain one copy for your records and return one copy to Brosz Engineering, Inc. for authorization to proceed.

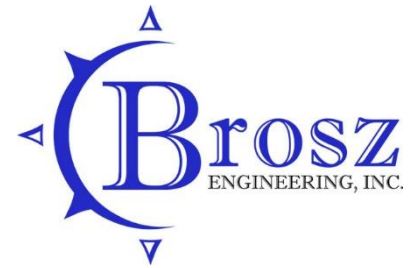


EXHIBIT A

SCOPE OF SERVICES FOR CONSULTANT SERVICES (CONSTRUCTION)

Date: 3/16/2026

PROJECT INFORMATION

The City of Mitchell desires to reconstruct 5th Avenue from Burr Street to Foster Street. The project includes replacing the water, sewer and storm sewer inside the right of way, to include water and sewer services. In addition, the curb and gutter are to be replaced along with the surfacing of 12" of base course and 4" of asphalt concrete composite. Sidewalk is to be replaced on a as needed basis, as determined by the City.

SCOPE OF WORK

Task 1 – Project Management

Brosz will provide construction management and coordination services for the proposed project to meet schedule, as well as meeting quality and cost objectives. Brosz will monitor scope, budget, and schedule; delegate task assignments and responsibilities by discipline; and coordinate issues with Owner Representatives. Monthly progress reports and invoices will be prepared that summarize the work progress to date, budget expenditures to date, and identify information requirements or decisions that need to be made by the Owner. Other project management services anticipated for the project include:

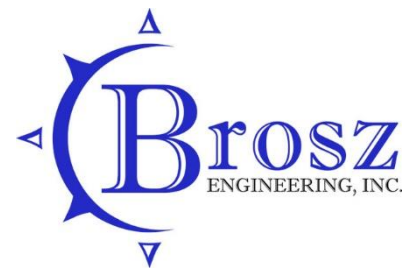
- Preparing and attending preconstruction meeting including agenda and meeting minutes
- Preparing and attending biweekly coordination meetings including agenda and meeting minutes
- Review shop drawing and Contractor submittals
- Resolving issues with Contractor(s)
- Issuing design clarifications
- Process monthly pay applications for approval by the City
- Prepare timely contract change orders as needed for approval by the City

Task 2 – Construction Staking

Brosz will complete all necessary field staking. Field staking will be sufficient to convey all completed locations and elevations to the Contractor. Construction-staking services anticipated for the project include:

- Staking traffic control sign locations
- Removal items and saw cut locations
- Water main location and services location
- Sanitary sewer location and services location
- Storm sewer
- Curb & Gutter
- Driveways & sidewalks
- Subgrade bluetops
- Easements
- Centerline Pavement Marking
- Four trips for Miscellaneous Staking

Should the need arise for additional staking, or re-staking that is not covered in the construction contract, contract modifications will be negotiated.



SCOPE OF SERVICES FOR CONSULTANT SERVICES (CONSTRUCTION)

Date: 3/16/2026

Task 3 – Construction Observation

Brosz will provide observation services for the proposed Project. A Representative shall conduct oversight of the Contractor and any subcontractors while work is being performed. Observation shall be performed to ensure that all conditions of the Contract Documents are being strictly adhered to. The Representative shall immediately notify the Owner and Engineer upon any unauthorized deviation of the Contract Documents.

Brosz anticipates the project will last sixteen (16) weeks. This Project will require a minimum of five (5) site visits per week. If conditions change that will require Brosz to spend additional time on the project and contract modifications will be negotiated.

Task 4 – Material Testing

Brosz will complete all necessary testing of on-site materials to ensure conformance to the plans and specifications as per the City of Mitchell's Supplemental Standard Specifications for Minimum Project Testing Requirements. Material testing services anticipated for the project include:

- Water main utility trench compaction testing
- Sewer main utility trench compaction testing
- Bedding material gradation testing
- Subgrade compaction testing
- We anticipate 5 proctor tests for material compaction testing
- Concrete testing for air content, slump, and concrete cylinders for compression testing
- Asphalt testing is **not** included as part of this scope of work.

If re-testing of the project becomes necessary, and the condition is not specified in the construction contract, contract modifications will be negotiated.

Task 5 – Project Closeout

Brosz will provide closeout services to include ensuring all punch list items are complete to the satisfaction of the Owner, obtaining all required documentation to fully complete project, and complete As-built drawings or Record Drawings as required by the Owner or Governmental body. As-builts will be submitted to the Owner in paper format no later than four (4) weeks after project closeout.

General Conditions

Total Agreement: This Agreement (consisting of the Work Order/Proposal for Professional Engineering Services, these General Conditions, and any expressly incorporated attachments), constitutes the entire Agreement between the Client and Brosz Engineering, Inc. (Brosz) and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

General Considerations:

- A. The standard of care for all services performed or furnished by Brosz under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Brosz makes no warranties, express or implied, under this Agreement or otherwise, in connection with any services performed or furnished by Brosz. Subject to the foregoing standard of care, Brosz and its consultants may use or rely upon design elements and information ordinarily or customarily furnished by others, including, but not limited to, specialty contractors, manufacturers, suppliers, and the publishers of technical standards.
- B. Brosz shall not be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any Contractor, or the safety precautions and programs incident thereto for security or safety at the Project site, nor for any failure of a Contractor to comply with laws and regulations applicable to such Contractor's furnishing and performing of its work. Brosz shall not be responsible for the acts or omissions of any Contractor.
- C. Any opinions of probable construction cost provided by Brosz are to be made on the basis of experience and general familiarity with the construction industry. However, because Brosz has no control over the cost of labor, materials, equipment, or services furnished by others, or over contractors' methods of determining prices, or over competitive bidding or market conditions, Brosz cannot and does not guarantee that proposals, bids, or actual construction cost will not vary from opinions of probable construction cost prepared by Brosz.
- D. To the fullest extent permitted by law, Client and Brosz (1) waive against each other, and the other's employees, officers, directors, members, agents, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to this Agreement or the Project, and (2) agree that Brosz's total liability to Client under this Agreement shall be limited to \$50,000 or the total amount of compensation received by Engineer, whichever is less.
- E. This Agreement is to be governed by the law of the state in which the Project is located.

Payment Procedures: Invoices shall be prepared in accordance with Brosz's standard invoicing practices and will be submitted to the Client on a monthly basis. Invoices are due and payable within 30 days of receipt. If Client fails to make any payment due within 30 days after receipt of invoice, the amount due will be increased at the rate of 18% per annum on the unpaid balance.

Termination: The obligation to continue performance under this Agreement may be terminated for convenience by the Client effective upon Brosz's receipt of written notice from Client, or for cause by either party upon 30 days written notice in the event of substantial failure by the other party to perform in accordance with the Agreement's terms through no fault of the terminating party. Upon termination, Brosz will be entitled to invoice Client and to receive full payment for services performed or furnished in accordance with this Agreement incurred through the effective date of termination.

Severability: In the event any provision of these General Conditions, in whole or in part, is held invalid or unenforceable under applicable law, the General Conditions shall be deemed not to include that provision or such part held to be invalid, but all other provisions shall remain in full force and effect.

CITY OF MITCHELL

City Council Meeting
Agenda Item Request



The deadline for agenda items is Wednesday at noon, prior to the City Council Meeting

Meeting Date Requested:	<input type="text" value="March 16, 2026"/>	Requested By:	<input type="text"/>
Desired Action of City Council:	<input type="text"/>		
Amount Budgeted in current fiscal year for this item (if applicable):	<input type="text"/>		
Agenda Item:	<input type="text" value="Discussion on Housing in the City of Mitchell"/>		
Explanation/Background of Agenda Item Requested:	<input type="text" value="At the March 2, 2026 City Council Meeting the City Council invited Jeremy Jensen back to the March 16th Council Meeting to present the information he had prepared regarding subsidized housing in the City of Mitchell. This discussion item will be open for other public input on housing within the City of Mitchell."/>		